



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

November 13, 2025

1:00pm

*MPTC Lynnfield Police Academy
425 Walnut St, Lynnfield, MA 01940*

- **Call to Order**

- Chair J. Gilliland called the meeting to order at 1:05pm.

- **Approval of Minutes**

- October 9, 2025 Meeting Minutes

MOTION put forth by N. Hovey.

- Approve the October 9, 2025 meeting minutes.

- Seconded by J. Fisher.

- In Favor: All
 - Opposed: None
 - Abstain: None

- The motion passed.

- **EOPSS/OGR Updates**

- EOPSS/OGR is looking for external reviewers to assist with evaluating applications received for the Commonwealth Nonprofit Security Grant Program (CNSGP) and Commonwealth Nonprofit Security Personnel Grant Program (CNSPGP).
 - It consists of reading approximately 10-15 applications, scoring in an online form, and attending a 1-hour review session to discuss the applications and scores.

- **MAPC Updates**

- None.

- **Council Membership Updates**

- Vacancy Statuses/Next Steps
 - Emergency Medical Services
 - One application was received.
 - Fire Services
 - Four applications were received.
 - All applications have been sent to EOPSS for eligibility approval. Once we hear back, we will share applications with the Council.

- **Budget Updates**

- FFY23 – Grant End Date: July 31, 2026



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- FFY24 – Grant End Date: June 30, 2026
- FFY25 – NERAC’s plan was submitted to EOPSS in August, and MAPC is awaiting guidance.
- There are some pockets of funding that may be available and some areas where funding is needed (projects coming in under/over budget).
 - MAPC is consolidating that information and looking at all projects in FFY23/24 to see what can close out, what will need more time, and what funds are available to re-allocate.
- **Project Updates**
 - *Nahant Harbormaster Vessel Upgrades*
 - All equipment has been delivered.
 - MAPC is working on procuring installation services, however, the team is facing some challenges as vendors do not want to install equipment that they did not provide. Our procurement team has recently done another round of follow up with potential vendors for installation.
 - *NEMLEC IMT Command Vehicle*
 - The base vehicle and radio cache have been procured and received, and MAPC is finalizing the scope of work and equipment specifications for upfitting.
 - *NEMLEC SWAT Equipment/Transport Van*
 - The base vehicle has been procured and received, and MAPC is finalizing the scope of work and equipment specifications for upfitting with the project contact at this time.
 - *NEMLEC SWAT/Negotiators Plates and Carriers*
 - The shipment of the last remaining items has been delivered, and the team is inventorying everything to sign off on receipt/payment.
 - *NEMLEC SWAT Pursuit Pickup Truck*
 - The base vehicle has been procured and received, and NERAC was planning to procure upfitting as well but the team was able to obtain the necessary equipment/install at no cost, so this project is complete from a NERAC-funding standpoint.
 - *NEMLEC SWAT Respirators*
 - The respirators were delivered but missing a vital accessory that is sold separately.
 - MAPC conducted a Sound Business procurement for the missing piece and will be issuing a PO shortly.
 - The Council originally allocated \$68,024.00 for this project, however it came in at \$50,000.00. The amount unspent was unallocated in the closeout cleanup. The project now requires an additional \$4,000.00 to make the respirators useful with the addition of the missing accessory.

MOTION put forth by J. Fisher.

- Re-allocate \$4,000.00 from FFY24 Full Council Unallocated to FFY24 B.05 NEMLEC SWAT Air Purifying Respirators.



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- Seconded by N. Hovey.
 - In Favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.
- **Committee/Working Group Updates**
 - *Training & Exercise*
 - J. Gilliland reported that the Committee discussed plans for ASIM and Reunification Training and Equipment; ASHER Tabletop Exercise (Acton, Boxborough, Groton, Littleton); Cape Ann ALICE and WAVR-21 Training; MetroWest ASHER/MCI Exercise Series; and the Hamilton-Wenham Active Shooter Functional Exercise AAR.
 - *Interoperability/Info Sharing*
 - None.
 - *Regional Equipment Cache*
 - M. Collins reported that the Cache Committee held a meeting on October 30, 2025, and discussed Equipment Repair and Disposal Requests; Sheltering Trailers Clean-Out Report; Cache Host MOU; and Coordination Between Cache Sites.
 - *Evacuation/Sheltering*
 - The Sheltering Committee held a meeting on November 4, 2025, and reviewed the documentation provided by the vendor that conducted the sheltering trailer cleanouts at the current/former cache site locations.
 - The Committee is considering keeping one stocked trailer at each Cache site, having a few other stocked trailers placed strategically in the region as NERAC sheltering assets, and disposing of the additional trailers and equipment.
 - The Committee will hold another meeting in the near future to review specifics of the equipment to keep/stock the trailers with, and discuss drafted MOU terms for regional sheltering trailers in order to re-release the survey to stakeholders with more specific information.
- **Discipline & State Agency Liaison Updates**
 - *Discipline Updates:*
 - *Law Enforcement* – N. Hovey reported that Governor Healey has named Gina Kwon as Secretary of EOPSS.
 - *Cybersecurity* – C. Cousens reported that in May of 2021 an Executive Order was signed into law that pushed a multitude of cybersecurity requirements for federal departments, including Endpoint Detection and Response (EDR) products, mandating multifactor authentication, and adopting Zero Trust architecture.
 - A presentation to the Council on the fundamentals of what Zero Trust means was suggested, as well as discussing how we may start facilitating this paradigm shift in the municipalities, before it becomes a requirement.



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- *Public Safety Communications* – D. Spinoza reported that it was another successful year with the events in Salem utilizing the Cache radios again.
 - Salem is currently using standard encryption, while other places use advanced encryption. It was noted that it would be useful to consider upgrading the Cache radios, as Cache radios are a vital part in supporting large scale events.
 - The XTS radios are almost at end of life. Salem intends to move to the advanced encryption.
- *Public Schools* – S. Morrison reported that the Tri-Town School Union is continuing to evolve crisis planning across the 3 towns and ensuring all police and fire departments know each of the 3 school buildings, ensuring familiarity with layout and access.
- *State/Regional Agency Updates:*
 - *Massachusetts Emergency Management Agency*
 - None.
 - *Region 3 Health and Medical Coordinating Coalition (HMCC)*
 - On October 30, Region 3 HMCC staff in conjunction with the Region 3 Board of Governors conducted the yearly regional Hazard and Vulnerability Assessment.
 - The HVA ranked Aerosolized Anthrax and Blister Agent as the top hazards due to the way the HVA instrument weighs certain hazards across categories (Natural, Biological, ChemRad, Technological). While these hazards pose significant health risks, they do not align with the region's most immediate operational priorities or the hazards the region views as most likely to occur.
 - Workplace violence was identified as an urgent concern affecting the safety and well-being of healthcare professionals, prompting further investigation and planning of mitigation strategies.
 - The assessment will guide development of trainings and stakeholder meetings to improve regional preparedness, enhance response capabilities, and reduce overall risk.
- **New Business Unforeseen by the Chair**
 - None.

MOTION put forth by N. Hovey.

- Adjourn the meeting.
- Seconded by J. Fisher.
 - In Favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.

****Next Meeting: December 11, 2025****



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ATTENDEES – COUNCIL MEMBERS

Mike Collins: Beverly DPW
Jason Gilliland, Chair: Marblehead Fire Department
Neal Hovey: Topsfield Police Department
Colby Cousens: Town of Danvers Information Technology
Dave Spinosa: (Proxy) Essex County Sheriff's Department
Scott Morrison: Tri Town School Union
Paul Cohen: Town of Chelmsford
Dorinda Goodman: Town of Lexington Information Technology
Heather Tecce: Lowell Emergency Management
John Fisher, Vice Chair: Bedford Police Department
Patrick Keefe: Andover Police Department

ABSENT – COUNCIL MEMBERS

Kevin Copinger: Essex County Sheriff's Department
Ryan Knowles: City of Gloucester Information Services
Stephen Zrike: Salem Public Schools
Bill Klag: Emergency North Shore Medical Center
Anthony Chui: Melrose, Stoneham, Wakefield Health and Human Services
John LeLacheur: Beverly Police Department
Christopher Ryan: North Shore Regional 911 Center
Derek Sencabaugh: Lexington Fire Department

ATTENDEES – OTHER

Karla Kahale: MAPC
Lauren Sacks: MAPC
Vicky Mboka-Boyer: EOPSS
Jen Collins-Brown: Essex County Fire Chiefs Association

The following documents were used/referenced during the meeting:

- November 2025 Meeting Agenda
- October 9, 2025, Meeting Minutes
- FFY23-24 Budget Updates