



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## Sheltering Committee Meeting

*January 29<sup>th</sup>, 2026*

*3:00pm*

[Zoom Link](#)

*Meeting ID: 859 9962 5758*

*Passcode: 724492*

- **Call to Order**
  - Chair A. Chui called the meeting to order at 3:03 pm.
- **Approval of Minutes**
  - November 4, 2025 Meeting Minutes

MOTION put forth by M. Collins.

- Approve the November 4, 2025 Meeting Minutes.
- Seconded by H. Tecce.
  - In favor: M. Collins, H. Tecce, E. Robert.
  - Opposed: None
  - Abstain: None
- The motion passed.

- **Budget Updates**
  - There is currently no additional funding allocated for Sheltering Committee projects, but it could be requested from the Council if needed.

- **Cache Sheltering Trailers**
  - *Sheltering Trailers Status and Inventory Discussion*
    - In June-July, Bio Pro Boston conducted inventory, cleanout, disposal, and reorganization of the sheltering trailers and equipment at each cache site. The current trailer contents inventory for each site is included in the meeting packet.
      - As requested at the last meeting, MAPC compiled a comprehensive list of the overall totals of each item inventoried in the trailers at each site, as well as the total across the three sites.
      - At the last meeting, the discussion included keeping one trailer at each cache site and dispersing a couple of trailers around the region as regional assets with each of these trailers having the equipment divided among them and then disposing of the rest of the trailers/unneeded equipment.
        - M. Collins suggested the only regional assets be one trailer kept at each Cache site.
      - The Committee suggested declaring the trailers and sheltering equipment surplus to NERAC's needs to disperse to other communities through a survey, as a means of disposal. Once the



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communities that would like a trailer and/or sheltering equipment are identified, the excess sheltering equipment can be offered to communities (even if it does not include a trailer) during organized pick-up days in the Spring.

MOTION put forth by J. Gilliland.

- Dispose of the surplus trailers and sheltering equipment.
- Seconded by M. Collins.
  - In favor: M. Collins, H. Tecce, E. Robert, J. Gilliland.
  - Opposed: None
  - Abstain: None
- The motion passed.
  - M. Collins noted he will confirm their stock of cots and blankets for the cache sites to see if any are needed from the trailer inventories.
  - The Committee agreed that communities who expressed interest in the 2024 survey will be prioritized when considering the results of the 2026 survey, which will then be first-come first-served.
- *Draft MOU Review*
  - The Committee agreed that a Sheltering Trailer MOU would no longer be needed as the surplus trailers being offered to communities would no longer be NERAC regional assets.
- *Discussion of Project Plans*
  - The Committee agreed on releasing a new survey to the region to gauge interest in obtaining surplus trailers and sheltering equipment, with priority given to communities who expressed interest in the 2024 survey.
- **New Business Unforeseen by the Chair**
  - None.

MOTION put forth by M. Collins.

- Adjourn.
- Seconded by H. Tecce.
  - In favor: M. Collins, J. Gilliland, H. Tecce, E. Robert.
  - Opposed: None
  - Abstain: None
- The motion passed.

**\*\* Next Meeting: February 26, 2026\*\***

## ATTENDEES – COMMITTEE MEMBERS

Anthony Chui, Chair: Melrose, Stoneham, Wakefield Health and Human Services\*

Mike Collins: Beverly DPW\*



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Jason Gilliland: Marblehead Fire Department\*  
Heather Tecce: Lowell Emergency Management\*  
Elizabeth Robert: Region 3 HMCC/MAPC

## ABSENT – COMMITTEE MEMBERS

## ATTENDEES – OTHER

Amy Reilly: MAPC  
Lauren Sacks: MAPC  
Karla Kahale: MAPC

\*Denotes a Full Council Member.

## **The following documents were used/referenced during the meeting:**

- January 2026 Meeting Agenda
- November 2025 Meeting Minutes
- Sheltering Trailer Item Totals Document
- Shelter Trailer Contents Inventories (Beverly, Framingham, Lexington)
- Drafted Sheltering Trailer MOU
- NERAC Sheltering Trailer Hosting Survey Results 7.2024