



Southeast Region Homeland Security Advisory Council (SRAC)



Full Council Meeting Minutes

Meeting Conducted via Zoom Platform
March 3, 2022 – 11:00 A.M.

Members Present

Chief Brian Clark, Norton PD
Chief Mark Thompson, Scituate PD
Chief Michael Kelleher, Foxborough FD
Chief Michael Winn, COMM FD
Chief Scott Fournier, Berkley FD
Robert Verdone, SE MA Regional 911 District
Rob Kenn, E. Bridgewater DPW
Stacy Lane, Norwood Health Dept.
Rick Ferreira, TEMA
Chief Lance Benjamino, Middleboro FD
Kevin Sweet, TA Wrentham

Guests Present

Joe Hattabough, MEMA
Rachel Fleck, MEMA
James Mannion, MEMA
Greg Arpin, Vineyard TRT
Mike Guterrez, MMA
Mike Courville, Dartmouth IT
Marc Duphily, Carver PD
Dave Ready, Barnstable TRT
Neil Tuepker, Barnstable TRT
Erick Berg, SEMASS 911
Michael Walker, Barnstable County
Mark Monroe, MassDOT
Brian Evangelista, Region V EMS
Laurie White, Region V EMS
Greg Arpin, MVLEC
Dave Ready, BCTRT

Support Staff Present

Kevin Ham, SRPEDD
Grant King, SRPEDD
Todd Castro, SRPEDD
Amy Reilly, MAPC
Brad Downey, MAPC
Benjamin Podsiadlo, EOPSS
Vicky Mboka-Boyer, EOPSS
Richard Fiske, SWIC
Phil Desroches, MEP

Members Absent: Joan Cooper-Zack, South Shore Hospital; Chief Thomas Lynch, Franklin PD; Chief David Guillemette, Harwich PD; Michael Lambert, BAT; Major Daniel Callahan, PCSO

1. **Roll Call:** Mr. Ham read the roll and attendance was taken.
2. **Public Comment:** No public comments were provided.
3. **Approval of Minutes:** The February 3, 2022 Full Council minutes were unanimously approved via roll call.
4. **Project Update/Fiduciary Report FFY19 & FFY20:** Mr. Castro reported on the FFY19 and FFY20 budget and mentioned they are making headway with projects. He mentioned the SEMLEC Command Post project is almost ready to go out to bid by MAPC. He indicated they have identified a vendor for the rechargeable area lighting units and they are forthcoming. He mentioned they are waiting for EOPSS approval on the Fire Cat and Intelligence Analyst position. Ms. Mboka-Boyer informed Mr. Castro that the NYTOA conference request will be approved after this meeting. Mr. Castro stated that FEMA denied the appeal for the noise flash diversionary pole and baffled canisters project. Funds associated with these projects will be returned to the LEC, unallocated line item.

Mr. Castro indicated that we are working to close the FFY-19 budget and will be closer to doing so once all the equipment is installed on the Copicut Hill Tower. He stated that they are doing well with spending down and asked that members keep project ideas coming to Mr. Ham and himself. Mr. Ferreira asked what happened to the left-over funds from the Family Assistance Trailer. He mentioned the project was approved at \$37,000.



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However, it is costing about \$23,000. Mr. Castro mentioned that in FY19 there was a negative balance in Mass Care so those funds are going towards the negative balance.

5. **MAPC Report:** Ms. Reilly mentioned that she met with the Fiduciary yesterday and has a meeting next week to discuss the FY19 close out. She mentioned they are actively working on the FY20 projects. Ms. Reilly stated the FY21 budget is almost complete.
6. **EOPSS Report:** Ms. Mboka-Boyer mentioned she has no updated. Mr. Castro asked if there was new information on the NOFO. Ms. Mboka-Boyer mentioned in the new budget there is no NOFO and we will see what happens on March 18th.
7. **SRAC Vacancies: EMS, Cybersecurity & Education Open Seats:** Chief Clark mentioned there was a motion below on two new members for the Council.

Motion: SRAC to formally vote in Mike Gutierrez as the Council's Education representative as well as Mike Courville as the Council's Cybersecurity representative.

A motion was made, seconded and approve Mike Gutierrez as the Council's Education representative as well as Mike Courville as the Council's Cybersecurity representative to the SRAC.

Chief Clark mentioned that the EMS seat is still vacant and Lori White is still working on it. He mentioned that the Region V EMS Council has held this seat for many years. He mentioned that she put forward the name of Brian Evangelista as a possible candidate to fill the seat. Mr. Evangelista was introduced by Chief Clark and he gave a brief introduction of himself. Chief Clark mentioned the seat will be brought up at a future meeting for voting. Mr. Podsiadlo explained the procedures of a new member to the Council, the process and time it may take.

8. **Planning/Training/Caching:** Mr. Kenn mentioned that there are no new reports and they are still waiting on NOFO. He mentioned once they get this information, they will schedule a meeting.
 - a. **Discussion of project funding request process:** Mr. Ham explained the project funding request project process. He stated the request document helps the Council and helps the Fiduciary figure out the details of projects. He mentioned it is a tool for all of the Council to understand projects. It makes it clearer, or makes the system better, and the ability to change the document to fit the Council. Mr. Ferreira mentioned he met with Chief Clark on a project with a funding request. He mentioned these project funding requests are important documents to have to explain projects. He mentioned he has been on the Council for 18 years and he thinks it is important to have a foundation on what the request is because we are using federal money. Mr. Ferreira stated that this is an important document to have for all projects and to continue using.
9. **Fire Services:** Chief Benjamino stated that prior to this motion below being accepted, he sent an email out with questions on the motion. He asked if a representative from Barnstable County could answer questions on the



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motion. Mr. Ready mentioned that he could speak about the motion. Chief Benjamino asked how the trailer was damaged. Mr. Ready mentioned that the trailer is over 10 years old and at the end of last summer they had a couple of heavy rainfalls. He mentioned one of the aluminum seams in the roof failed because it was parked next to a building where rain water was coming off of the building. Chief Benjamino asked if ropes were damaged as well. Mr. Ready stated they were undamaged and they were able to clean the ropes. Chief Benjamino requested that the ropes be removed from the motion and amend the project since ropes are not needed. Chief Clark stated the motion could be amended. Chief Benjamino asked how many times the trailer has been repaired and asked how often it is checked. Mr. Ready mentioned that the trailer is used every couple of weeks. He mentioned that they were able to find indoor housing for the trailer.

Motion: To approve \$5,913 to replace water damaged Technical Rescue ropes and assorted hardware equipment from FFY 2020, Fire Services, Not Allocated line item.

The motioned was amended to remove the word ropes.

A motion was made, seconded and approved unanimously for \$5,913 to replace water damaged Technical Rescue trailer hardware equipment from FFY 2020, Fire Services, Not Allocated line item.

10. **Interoperability:** Mr. Verdone reported that Copicut Hill equipment has been delivered and scheduled for installation on the 27th which should start buttoning up that project so we can begin moving into the next phase. He stated that the committee met last week and there were no major updates. Mr. Verdone did mention that there is obviously, a strong geopolitical conflict in Eastern Europe and they have communicated to all stakeholders to ensure that cyber security and physical security are considered regarding Interoperability.

Chief Clark had bad connection therefore Chief Kelleher chaired the meeting.

11. **LEC:** Mr. Castro explained the motion below. Mr. Ferreira asked why the request in the packet was for \$5,850 but the motion is for the amount of \$3,900. Mr. Castro explained that the council previous approved METROLEC's request for the training. The funding amount approved at that time was more than the actual training tuition costs. The totals were adjusted to reflect the total cost needed to support the LEC request. All the motions below were taken in one vote.

Motion: To approve \$3,900 in funding for tuition costs for eleven SEMLEC members to attend the NECNA conference out of FFY2020, LEC, Not Allocated line item. (This request will be reimbursed directly to SEMLEC SWAT).

Chief Kelleher explained the motion below regarding the SEMLEC Bearcat. Mr. Ferreira mentioned that this project below does not seem to have a project funding request in the Council meeting packet. Chief Kelleher stated that he is comfortable making the motion without the project funding request. Mr. Ferreira asked it we could make a motion stating that moving forward that if there are no funding request before the Council they will not accept projects. Chief Benjamino asked if there is a policy for projects over \$1,000 and if a request needs to be written and if under you don't need one. Mr. Ham mentioned there was discussion a few years ago related to asset repairs and items the Council has previously purchased and setting a limit of \$1,000. He mentioned it



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was never formally put into place.

Mr. Verdone stated that he agreed with Mr. Ferreira about having project requests for all projects going forward but he disagrees that it should be a motion taken now. He stated that he believes if there is an issue it being taken up by the Council as a separate agenda item at a posted meeting. Mr. Ferreira stated that he would withdraw his motion and to have it taken as a separate motion and that all projects require the forms moving forward as indicated. Chief Clark asked that we handle the four motions as written.

Motion: To approve \$20,145.05 in funding for the procurement of four replacement run-flat tires for SEMLEC's Bear Cat out of FFY2020, LEC, Not Allocated line item. (SEMLEC will pay associated tire mounting costs on their own).

Motion: To approve \$12,350 in funding for the procurement of sixty-five (65) plate carriers for METROLEC SWAT out of FFY2020, LEC, Not Allocated line item.

Motion: To unallocated \$2,530 for the Noise Flash Diversionary Pole and \$9,200 for the Baffled Canisters for a total of \$11,730 back into the FFY 2020, LEC, Not Allocated Line Item. (Both of these projects were recently denied by FEMA.)

A motion was made, seconded, and approved unanimously for the four motions as written above.

Chief Clark mentioned that it is important that we try to have in-person meetings and have the ability to meet the new members. He mentioned that maybe at the next meeting they can discuss more in detail project funding requests. He asked Ms. Reilly how NERAC handles project requests. Ms. Reilly mentioned that NERAC sticks closely to their plan. She mentioned there aren't many project funding requests that actually come in, because the work that's being done with the funding has already has been spelled out in the plan. She mentioned that they do use the same type of form that SRAC does when they need projects. Chief Clark stated that moving forward project funding requests should be completed and follow best practices.

12. **Cybersecurity:** Mr. Courville stated that he is happy to be part of the Council. He reported that the Commonwealth has offered a Cyber Awareness Training Platform to all cities and towns across the state. It is in progress now, unfortunately, registration is not available anymore. In order to participate you need a municipal email and he explained the platform in further detail. Next month, he stated he would have more information and this is a program that the Commonwealth is involved in right now.
13. **EMS:** Chief Clark stated this is still a vacant position and no members had updates for EMS.
14. **Education:** Dr. Guiterrez stated that he had no reports.
15. **Emergency Management:**
 - a. **Proposal / Discussion to re-establish Mass Care Sub Committee:** Mr. Ferreira explained the Mass Care Subcommittee and explained the proposal to re-establish the committee. He mentioned the committee has over \$84,000 available in funding for that line item and they need help. [Note: As of March 3rd, 2022 the subcommittee had \$12,092.33 in available funding]. He stated that NERAC just welcomed back their Mass Care



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Subcommittee because of need. Mr. Ferreira stated that he has spoken with MEMA, EOPSS and Council members and he believes they think that this is an important committee. Chief Clark stated that we could table this item until the next Council meeting. Mr. Castro mentioned that SRPEDD has a rebuttal as well and has some information they would like to provide to the Council. Mr. Kenn mentioned he has not spoken to Mr. Ferreira about this issue and he mentioned that the By-laws would have to be changed again. He asked what has changed in the past five months because there was unanimous vote for the bylaws essentially to eliminate Mass Care. Mr. Ham stated that the main reason it was passed was because the committee didn't have projects for the FY2021 Plan. He mentioned they do have projects moving along still. Chief Benjamino asked if not having a committee would stop them from moving forward projects. Chief Clark stated they could still bring projects forward to the Council. Mr. Castro wanted to make a point that Law Enforcement and Fire Services do not have their own committees and they routinely bring forward project funding requests. Chief Fournier asked if we could table this as well so he could read the proposal. Mr. Ferreira stated that he thinks that support staff and funding was an issue and that is why the committee was removed. Ms. Fleck stated that since the committee doesn't meet anymore there are still projects moving forward. Chief Clark mentioned that he is confused because it seems that Mass Care comes under Emergency Management and maybe we can clean it up. He stated that he would like to table this and discuss it next month. Mr. Ferreira thanked the Council for their time on this issue and will look forward to discuss next month.

16. **Regional Transportation:** None
17. **Public Health:** Ms. Lane stated that COVID-19 cases are trending down and masks are off in school systems. They also removed the requirement for masks on buses. She mentioned they will watch the numbers as school vacation approaches.
18. **Hospitals:** None
19. **Public Works:** None
20. **Government Administration:** Mr. Sweet updated the Council that the Mass Municipal Managers Association, a sub association of the Mass Municipal Association, has reinstated and reappointed members of the public safety chiefs and managers committee.
21. **MEMA:** Mr. Mannion mentioned that anyone submitting FEMA reimbursement for communities has been extend for COVID reimbursement from April 1st to July 1st. He mentioned that millions of dollars are going out to communities, hospitals, higher education of places that are being reimbursed for COVID expenses. Mr. Mannion mentioned that MEMA is also busy with preliminary damage assessments because of the January 29th blizzard. He indicated they are trying to receive a federal disaster declaration for all the communities in Suffolk, Norfolk, Plymouth, Barnstable Dukes and Bristol counties. Lastly, he stated that MEMA is still trying to move to closing out the PPE requests. MEMA is trying to lesson the amount of PPE equipment that they have and communities can complete a form thru DPH to receive more PPE if they need. He mentioned after March 31st MEMA will not be pushing them out. They will go into the state's surplus and other people can buy them at a discounted rate. He also mentioned market is flood with hand sanitizer which they stopped pushing as well.



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Mr. Hattabaugh stated they are busy with trainings and virtual trainings of which both are very successful. They seem to be getting people from all areas.

Mr. Mannion mentioned that he received an alert earlier today about highly pathogenic avian influenza detected on wild birds and Massachusetts. He mentioned to Mr. Mannion that you may want to hold off on getting rid of the PPE equipment. He read the alert to the Council members. Mr. Mannion mentioned the fear about the avian flu is if it goes to poultry, it can do damage to that poultry industry. He mentioned there are a few knowledgeable webinars about this issue and there is one today at 2:30 P.M. that the CDC is holding. Mr. Mannion indicated that if any are interested to please reach out to him.

22. **Items not reasonably anticipated by the Chair 48 hours in advance of the meeting:** None.
23. **Next Meeting/Adjournment:** Chief Clark stated that the next meeting is scheduled for April 14, 2022, at 11:00 A.M. tentatively held in-person at SEMRECC, 100 High Rock Hill Road, Foxborough. The meeting was adjourned at 12:15 P.M.