



MAYOR'S OFFICE OF
**EMERGENCY
MANAGEMENT**

MARTIN J. WALSH
MAYOR

**JPOC Meeting
September 6, 2017
Revere Police Department
10:00am**



Attendees:

Chief Gerald Reardon, Cambridge Fire		Nancy Anderson, OEM
Lt. Robert Gillan, Quincy Police		Brenda Jones, OEM
Chief James Guido, Revere Police		Emma DeSimone, OEM
Sgt. Mike Kiely, Somerville Police		Sarah Eig, OEM
Chief Daniel O'Leary, Brookline Police, <i>arrived at 10:20am, during the Training & Exercise discussion</i>		Eamon Miller, OEM
Chief Tony Carli, Everett Fire		Sarah Plowman, OEM
Superintendent Paul Fitzgerald, Boston Police		Alicia Woodberry, OEM
Chief Brian Kyes, Chelsea Police		Sonya Schey, EOPSS
Nick Duncan, COBTH Emergency Management		Heather Tecce, MEMA
Capt. Ryan McGovern, Boston Fire		Len Shubitowski, Boston EMS
Scott Wilder, Brookline Police		Erin Curran, Boston EMS
Stacey Kokaram, Boston Public Health Commission		David Carabin, BRIC
Mea Allen, Boston Public Health Commission		

Welcome & Introductions

- Nancy Anderson, Boston OEM, opened the meeting at 10:11am.
- Nancy facilitated introductions.

Approval of 6/14/17 Minutes

- Nancy asked for motion to approve minutes.
- **MOTION:** Approve past JPOC meeting minutes from June 14, 2017.
 - *Motion to Approve: Sgt. Mike Kiely, Somerville Police.*
 - *Second: Chief James Guido, Revere Police*
 - **MOTION PASSES by unanimous acclamation.**

Training & Exercise Update

- Eamon Miller, Boston OEM, gave an update as to the Training & Exercise (T&E) projects.
- T&E Subcommittee:
 - U16 7.1 regional T&E funding and all of FY17 T&E funds will now be managed by the T&E Coordinator.
 - The goal is to create a well-rounded T&E program that reflects all investment areas and addresses all capability gaps.
 - Next step is to put together a T&E Subcommittee. It will be comprised of two members of each of the following existing subcommittees or working groups: Special Response Teams (SRT), Critical Infrastructure, Intel & Info Sharing, Communication Interoperability Subcommittee (CIS), Hazmat, Urban Search & Rescue (US&R), Explosive Ordinance Disposal (EOD), MedSurge, and Planning & Community

Preparedness (PCP). Of the two members that will join T&E, one member will be the Chair of the subcommittee of origin (e.g. Intel Chair, or Hazmat Chair). Nominations for the other member will come from within the subcommittee of origin.

- Any T&E project submitted to the T&E subcommittee must be regional in scope. Submissions made by the various subcommittees will be reviewed for approval by the T&E subcommittee.
- **MOTION:** To create a Training & Exercise (T&E) Subcommittee comprised of each chair of each of the following subcommittees/working groups (SRT/SWAT, Critical Infrastructure, Intel & Info Sharing, CIS, HazMat, US&R, EOD, MedSurge, PCP) as well one additional person nominated by the subcommittee/working group to also serve on the T&E subcommittee with the chair.
 - *Motion to approve: Superintendent Paul Fitzgerald, Boston Police*
 - *Second: Ret. Chief Gerald Reardon, Cambridge Fire*
 - Boston, Brookline, Cambridge, Chelsea, Everett, Quincy, Revere, Somerville – **YES.**
 - Winthrop – absent.
 - **MOTION PASSES.**
- T&E Budget:
 - FY15 funding is fully allocated, including funds set aside for Sail Boston. However, after the Sail Boston paperwork is completed, there may be leftover T&E funds in FY15. Eamon will update if/when that becomes true.
 - FY17 funds are expected to be available in January 2018. The T&E budget is \$2.2 million, which will include any and all T&E proposals from across the MBHSR goal areas.
 - FY16 T&E proposals were discussed. The remaining budget: \$341,482.11 due to some funding having been expended previously. Several TRR forms submitted for potential training opportunities were not grant allowable. Allowable submissions totaled \$222,733. If all submissions are approved, the remaining available balance will be \$118,749.
 - Eamon presented a detailed list of the FY16 T&E requests. See spreadsheet entitled “FY16 T&E Proposals” for the list.
 - **MOTION:** To approve the list of FY16 T&E proposals totaling \$222,733.
 - *Motion to approve: Lt. Bob Gillan, Quincy Police*
 - *Second: Superintendent Paul Fitzgerald, Boston Police*
 - Boston, Brookline, Cambridge, Everett, Quincy, Revere – **YES.**
 - Chelsea, Somerville – abstain.
 - Winthrop – absent.
 - **MOTION PASSES.**

MBHSR JPOC Charter Review

- Nancy distributed copies of the draft charter and walked the group through the document, facilitating discussion.
- Edits to document:
 - Remove term lengths for JPOC members.
 - JPOCs can be voting members of subcommittees.
 - Remove Chief of Boston EMS as ex-officio JPOC member.
 - Add language to clarify that staff liaisons assist subcommittee chair and vice-chair with committee matters.
 - Remove that JPOC members approve subcommittee chair nominations. Rather, the chair of each subcommittee will simply be elected such by the subcommittee itself.

- **MOTION:** To accept the MBHSR JPOC Charter with these changes made today.
 - *Motion: Chief James Guido, Revere Police.*
 - *Second: Chief Brian Kyes, Chelsea Police.*
 - Boston, Brookline, Cambridge, Chelsea, Everett, Quincy, Revere, Somerville – **YES.**
 - Winthrop – absent.
 - **MOTION PASSES.**

Budget Update

- FY15: Nancy reported that 85% of the FY15 funds have been either encumbered or spent. We are roughly two-thirds of the way through the performance period which ends June 30, 2018.
- FY 16: Spending has only barely begun on this grant year.
- FY17: Sonya Schey, EOPSS, alerted the group that the next step is EOPSS to formally accept the DHS award. After that point the funds will be allocated to the City of Boston but won't become available until after an accept and expend hearing. Nancy confirmed that the funding likely won't be available until January 2018.
- U15 Recovery Goal Area: Sarah Eig, Boston OEM, reported on the status of this goal area. An RFP is currently out seeking a vendor to prepare nine (9) debris management plans, one for each community within the MBHSR and two RFP templates one for debris removal and one for debris monitoring.

U15 Backfill & Overtime for Sail Boston: Nancy reported that OEM has received approval from DHS for \$150,000 in backfill and overtime for Sail Boston. OEM has received some packets, but others are still coming in. The MOU with BPD will cover Parade of Sail day backfill/overtime (June 17, 2017), and OEM will address the days following.

ACTION ITEM: All jurisdictions to send in all remaining Sail Boston backfill/overtime packets to OEM before September 30, 2017.

Old/New Business

- MBHSR in the news: Nancy reported that City staff and community volunteers loaded nine (9) semi-trailer trucks with donations to be sent to Houston to aid in Hurricane Harvey relief efforts. Thank you to Revere for sending staff to help, and thank you to OEM staff who participated as well.
- G775 EOC Training: Eamon reminded the room that there is a training led by MEMA regarding Emergency Operations Center (EOC) Management on September 25. All are encouraged to sign up.
- Request for funds: Scott Wilder, Brookline Police, made a request for approval for additional funding for a Critical Infrastructure project. The FATPOT/CIMS integration project is seeking additional \$40,000 (originally \$200,000 had been approved). The proposal would be to utilize unallocated funding from within the same project PJ.
 - **MOTION:** To approve the increase of \$40,000 from unallocated funding within the CIMS (Critical Infrastructure) PJ to the CIMS/FATPOT integration project.
 - *Motion: Sgt. Mike Kiely, Somerville Police*
 - *Second: Lt. Bob Gillan, Quincy Police*
 - **MOTION PASSES by unanimous acclamation.**

Adjourn

- *Motion to adjourn: Sgt. Kiely, Somerville Police*
- *Second: Chief James Guido, Revere Police*

Meeting adjourned at 12:00pm.