



**Critical Infrastructure  
Subcommittee Meeting  
October 24, 2017  
Brookline Police Department  
10:00 AM**



**Attendees:**

Scott Wilder, Brookline PD	Nancy Anderson, Boston OEM
Sgt. Mike Kiely, Somerville PD	Sarah Plowman, Boston OEM
Capt. Steven Ford, Revere PD	Ian Costello, Boston OEM
Lt. Bob Gillan, Quincy PD	Dep. Sup. Steve Ahern, Cambridge PD
Pam Monziona, Chelsea PD	Jeff Gilmore, Everett PD
Greg McCarthy, Boston DoIT	Det. Wayne Carter, Winthrop PD
Linda Calnan, Boston DoIT	Dep. John Goodwin, Winthrop PD
Ty Hollins, Boston DoIT	
Dan Rothman, Boston DoIT	

**Welcome**

- Sarah Plowman, Boston OEM, opened the Critical Infrastructure Subcommittee meeting at 10:14 AM.
- Sarah welcomed the group, reviewed the agenda, and facilitated group introductions.
- Requests made to standardize meeting location in Charlestown.

**FY15 Cyber/Target Hardening Updates**

- Somerville City Hall:
  - Photos needed for EHP.
- Brookline Police Department Entrance Hardening:
  - Brookline PD has photos and quote for project.
- Chelsea – Security Cameras:
  - Chelsea PD has to go out to bid for security cameras.
- BCYF Tobin Cameras:
  - Have pictures and updated quote.
- Winthrop Exterior Cameras:
  - Project is complete, working on gathering reimbursement documentation.
- Revere – Lighting Upgrade:
  - Revere PD has equipment in stock, needs an electrician for project completion.

**FY16 Cyber/Target Hardening Updates**

- Everett City Hall:
  - Everett has a quote for the project.

- Cambridge PD Bay Door Barrier:
  - Project should be completed by the end of November, a meeting regarding installation next steps will be held in the near future.
- Nancy Anderson, OEM, updated the group about the new EHP form and noted that the old EHP forms may be used until the end of December.

### **CIMS Maintenance and Enhancements (FATPOT FY16)**

- Sarah reminded the group that the JPOC voted to approve the addition of \$40,000 from the CIMS Maintenance & Enhancements PJ to the FATPOT/CIMS Integration Project to enable Stonewall to serve as the prime contractor. Stonewall has decided not to go forward with the project. Scott reported that LAN-TEL is looking to be the new prime contractor for this project; LAN-TEL is working on the appropriate paperwork and drafting a new scope of work.
- The subcommittee discussed the role of the City of Boston in the UASI contracting process. Requests were made to discuss this and other contracts with the City of Boston legal representative assigned to OEM. The subcommittee also discussed the possibility of creating a more regional UASI structure that would not require the City of Boston to function as a fiduciary agent or legal representative. It was recommended that the questions be presented to the JPOC members at the next JPOC meeting.
- Sarah reminded the committee that the current CIMS contract with LAN-TEL will expire at the end of May, 2018. After that, it may need to go to RFP. The committee will need to begin to draft up an RFP soon in order to be prepared for that eventuality.

### **FY15 Gunshot Detection Location System Renewal Update**

- Sarah told the committee that the RFP is being worked on in order to go out to bid. The committee provided feedback for the Scope of Work to include:
  - All jurisdictions to receive data from other municipalities.
  - Enhance customer service.
  - Hold the vendor financially responsible should the system fail.
  - Provide a refund for the day if the system fails to produce the data in the event of a critical incident.
  - Provide notification to departments if a sensor is down.
- The timeline for the project is:
  - RFP draft evaluated and finalized by the end of the month.
  - RFP advertised and responses received during November.
  - Interview(s) to take place and vendor awarded by mid-December.
  - Contract awarded by the end of January.

### **Maritime Equipment Update**

- Quincy and Winthrop have completed their procurements and will submit reimbursement documents to OEM.
- Somerville purchased a boat and will likely have cost savings to make available for other projects.

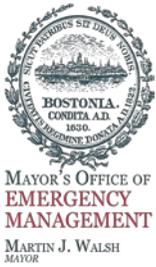
## **Nominations for Critical Infrastructure Chair and Training & Exercise Representative**

- Critical Infrastructure Chair:
  - The role of the Critical Infrastructure Chair will be to set the meeting agendas, run these subcommittee meetings, and sit on the Training & Exercise (T&E) subcommittee, attending these meeting which will be monthly or as needed.
  - Jeff Gilmore, Everett PD, was nominated for Critical Infrastructure Chair and elected upon group consensus.
- T&E Representative:
  - The role of the T&E Representative will be to join the Critical Infrastructure Chair in representing the Critical Infrastructure subcommittee on the T&E subcommittee. The Critical Infrastructure T&E Representative will attend the T&E meetings, which will be monthly or as needed.
  - Greg McCarthy, Boston DoIT, volunteered to be the Critical Infrastructure T&E Representative. He was approved by group consensus.

## **Old/New Business**

- Future Critical Infrastructure Meetings:
  - The next meeting date will be November 29, 2017 at 10 AM. The location is TBD.

Motion to adjourn made by Lt. Gillan.  
*Meeting adjourned at 11:53 AM*



Critical Infrastructure Subcommittee Meeting  
March 23, 2017 10 AM  
Somerville Police Department  
220 Washington St. Somerville, MA

Attendees:

Lt. Cataldo, Boston Police  
Shawn Romanoski, Boston Police  
Deirdre Habershaw, OEM  
Eamon Miller, OEM  
Nancy Anderson, OEM  
Dan Rothman, Boston DoIT  
Greg McCarthy, Boston DoIT  
Scott Wilder, Brookline PD

Asst. Chief Paul Sheehan, Cambridge Fire  
Pam Monziona, Chelsea PD  
Jeff Gilmore, Everett PD  
Lt. Bob Gillan, Quincy PD  
Capt. James Stanford, Somerville PD

Welcome:

Eamon Miller began the meeting at 10:10 AM. He set the agenda to discuss: FFY15 Projects overview, FFY16 projects overview/discussion, and FFY 17 Abstract prioritization.

FFY15 Overview:

Eamon Miller updated the subcommittee on various Target Hardening projects underway including: Quincy PD Marine Unit, Boston Tobin Shelter Site, Boston Police HQ, Chelsea PD, Brookline PD HQ, and Revere Radio fence. The cyber security projects in FFY15 are complete. A balance of \$29,000 remains in FFY15 for target hardening projects.

The subcommittee discussed U15-2.3 Shot Spotter renewal. Eamon stated the proposed cost to renew the service for the next year (yr. 1 \$309,000 and Yr 2 \$325,000). The subcommittee was concerned over the price increase and inquired the reason as to why there was a \$16,000 jump. It was discussed that the equipment used for Shot Spotter is leased, and therefore the region should not be charged for the maintenance of leased equipment. On April 11 and 12, the Shot Spotter review team will be in Boston. Some of the items the subcommittee would like to discuss are: Current Shot Spotter issues/concerns jurisdictions are experiencing, Review and discuss the latest Shot Spotter Renewal scope/cost (309K), Review and discuss the 2018-2019 Shot Spotter Renewal scope/cost (325K) and Discuss the expansion into the shared area of Boston/Everett/Chelsea Sullivan square location.

**Action:** Eamon to email out and proposed dates and times for Shot Spotter Review Team meeting.

CIMS maintenance on the camera network continues to occur. The subcommittee has not gotten any further update from Lan-Tel whether or not the BriefCam Analytics project is underway or not.

**Action:** Eamon to contact Eric Johnson and receive a timeline for a project start date, as well as a timeframe for updates to the DVTEL/FLIR software.

FFY16 Overview:

Greg McCarthy, Boston Dolt, gave an update on the Cyber Security Liaison project- \$250,000: the working group met last week in Chelsea and created a job description and scope of work. The description was circulated to the subcommittee for review and approval. Greg captured everyone's thoughts and next step is to work with OEM to post the job posting to COMMBUYS, the state's procurement site. The goal is to narrow a person down in the next 6-8 weeks after a series of reviews and interviews.

\$350,000 is allotted for Target Hardening Projects in the region. Two projects have already been approved by the committee: Shooter detection system for Boston City Hall/Mobile

The CIMS Maintenance and Enhancements project was discussed. \$450,000 is dedicated to CIMS maintenance, \$200,000 for FATPOT/FLIR Integrations- vendors are working together to produce an accurate scope of work, and \$200,000 to a video forensic software for the camera network. In the coming months, the subcommittee will work to determine what specific software will be targeted for the region.

The Maritime Equipment was discussed. OEM has heard from Cambridge, Quincy, Revere and Winthrop on how they plan to procure equipment. Please let OEM know whether or not you plan to receive an award letter or procure through the City of Boston. Eamon reminded the subcommittee that if the award letter route is chosen, then the jurisdiction must get prior OEM approval on certain equipment, provide proof of 30B procurement compliance, and submission of an inventory sheet w/ FEMA AEL numbers.

Given the uncertainty surrounding the FFY17 UASI grant award, the subcommittee opted to determine which proposed FFY17 target hardening abstracts could be moved into FFY16 funding. After much discussion and back and forth, the subcommittee decided to fund the following projects before the FFY17 award:

FFY15- \$29,000 Remaining  
Winthrop PD Camera installation \$24,187  
Cambridge Fire Camera Install Phase 1- \$4,813

FFY16- \$262,000 Remaining  
Cambridge Fire Camera Install Phase 2- \$4,682  
Cambridge Fire Access Control- \$62,500  
Cambridge PD Camera Installation- \$34,500  
Everett City Hall Camera Installation- \$36,600  
Boston City Hall Camera Installation- \$25,000  
Chelsea City Hall Target Hardening-\$30,000  
Total: \$193,282  
Remaining in FY16: \$68,718

It was then determined that the following projects proposed in FY17 will get combined with the overall "Physical Security and Cyber Security" abstract submitted by Lt. Gillan, QPD:

Boston Police Headquarters Turnstile Installation for Building Security - \$97,000  
Boston Police Cyber Security Threat Management- \$135,000

Brookline Police/Regional Drone Detection Units- \$70,000  
Revere PD Physical Security Enhancements- Unknown

#### FY17 Abstract Prioritization

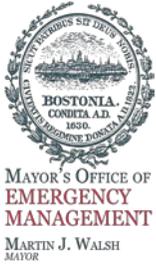
Jeff Gilmore, Everett PD, Shot Spotter Expansion \$50,000 will attempt to be funded by FY15 Shot Spotter cost savings. As previously mentioned Boston Police Headquarters Turnstile Installation for Building Security - \$97,000, Boston Police Cyber Security Threat Management- \$135,000 and Brookline Police/Regional Drone Detection Units- \$70,000 abstracts were combined with Lt. Gillan's Physical Security and Cyber Security Abstract. The subcommittee's recommendation was as follows:

A(Absolute)- Critical Infrastructure Protection Maintenance and Enhancements- \$1,000,000. This project includes CIMS and Shot Spotter maintenance.

1. Maritime Law Enforcement and marine Fire Fighting Equipment- \$400,000
2. MBHSR Cyber Security Liaison- Phase 2- \$250,000
3. Physical Security and Cyber Security- \$500,000
4. Quick Deploy Camera/Radio Tower- \$70,000

Total: 2,220,000 submitted to JPOC.

*Meeting adjourned 11:35 AM*



Critical Infrastructure Subcommittee Meeting  
January 24, 2017 10 AM  
Revere Police Department  
400 Revere Beach Parkway Revere, MA

**Attendees:**

Lt. Harry Cataldo, Boston PD  
Deirdre Habershaw, Boston OEM  
Eamon Miller, Boston OEM  
Linda Calnan, Boston DoIT  
Greg McCarthy, Boston DoIT  
Dan Rothman, Boston DoIT  
Shawn Romanoski, Boston PD  
Ofc. Scott Wilder, Brookline PD

Pam Monziona, Chelsea PD  
Ofc. Jeff Gilmore, Everett PD  
Sgt. Mike Kiely, Somerville PD  
Lt. Steven Ford, Revere PD

**Welcome:**

Eamon Miller opened the meeting at 10:04 AM. Introductions occurred around the room.

**FFY15 Critical Infrastructure:**

The FFY15 Critical Infrastructure project updates were discussed. Project U15-2.1 Physical Security Enhancements & Target Hardening, \$450,000, is currently underway. The following updates were provided to the subcommittee for Physical Security Enhancements:

- Somerville City Hall- \$29,686 project complete, reimbursement process underway.
- Quincy PD Maritime Center- \$2,270, EHP approved and Award letter to Quincy PD forthcoming.
- Boston Tobin Center Shelter- \$32,000, EHP in process.
- Boston Police Headquarters \$80,000, EHP in process.
- Chelsea PD Headquarters, \$78,000 EHP in process.
- Brookline PD Headquarters, \$25,000 EHP needed.
- Revere radio site fence, \$18,745 EHP approved, Award letter issued, project ongoing.

The following updates were provided for Cyber Security Enhancements:

Chelsea Network Intrusion Prevention Software, \$53,523, project completed and reimbursement is in process. It was inquired as to what specific vendor was used by Chelsea PD.

**Action:** Pam Monziona to confirm vendor and report back to committee.

Chelsea Firewall Upgrade, \$42,535, project underway.

Revere UPS back up improvements, \$58,596- Project complete and reimbursement in process.

U15-2.2 CIMS, originally \$826, 518, is on-going. The Lan-Tel CIMS maintenance purchase order was closed out. OEM reissued two new purchase orders. One purchase order is to allow for the installation of BriefCam Analytics into the CIMS network, \$124,199, and another purchase order with the remaining balance to support the CIMS maintenance. Some questions that arose during the conversation: Does each jurisdiction need to use all 50 licenses that automatically come with the

installation? Can licenses be given to other jurisdictions that need more than 50? What is the sustainability cost long term of the service?

**Action:** OEM to contact Eric Johnson, Lan-Tel to answer subcommittee questions. OEM will share his response with the subcommittee.

Project U15-2.3 ShotSpotter is underway. The MBHSR is under contract until August 2017.

**Action:** Users need to document any issues they are having with the system. We need to determine whether majority of issues are either system deficiencies or user error.

### **FFY16 Critical Infrastructure:**

The FFY16 Critical Infrastructure project updates were discussed. Project U15- 2.1, \$600, 000, is divided up as \$250,000 for a Regional Cyber Security Liaison. Greg McCarthy, Boston DoIT, reported out that he has begun the planning of the project. He is trying to create a working group which would include Subcommittee members or delegated IT staff from the member's city/town. This working group would be involved in finalizing the resume, interviewing candidates and ensure that selected candidate spends an equal amount of time working with each city/town throughout their contract. The following staffs have already expressed interest:

Greg McCarthy, Boston DoIT

Dan Rothman, Boston DoIT

Scott Wilder, Brookline PD

Pam Monziona, Chelsea PD

Ramon Garcia, Chelsea

Steven Ford, Revere PD

**Action:** Send OEM the name of a staff member from your team that may be interested in joining the working group.

The remaining \$350,000 will go towards Target Hardening projects across the region. At a prior meeting, it was determined that Boston and Somerville City hall would utilize funds to acquire indoor shot detection system with FY16 funds. However, per Sgt. Kiely, Somerville JPOC, Somerville will no longer need FFY16 funds for indoor shot detection. The \$50,000 in funds will be used to support the Boston City Hall System, as well as a mobile shooter detection device. It was also determined that portions of the funds will go to support the Cambridge Police bay door target hardening. The subcommittee will meet to prioritize FFY16 target hardening projects with remaining balance.

U16-2.2 CIMS Maintenance and Enhancements, \$850,000 was discussed. Currently, \$400,000 will be dedicated to network capabilities enhancements. \$200,000 will support the integration of FATPOT and FLIR into the camera network. The software will allow cameras in the network to shift toward the action alerted in the computer aided dispatch (CAD) call. Another \$200,000 will be dedicated to the acquisition of regional video forensic software. The subcommittee will continue to explore various vendors and their capabilities. The remaining balance will support CIMS maintenance. Members of the subcommittee expressed concern over new contracting and procurement laws. They reported having difficulty contracting with state contracted vendors who have previously done work in their jurisdictions. There were specific concerns over the possibility of not being able to renew Lan-Tel and ShotSpotter contracts due to the new procurement requirements.

**Action:** OEM to seek legal advice and report back to the subcommittee.

U16-2.3 Maritime Equipment, \$400,000, was discussed. \$50,000 will be award to each of the following agencies: Boston Police, Boston Fire, Cambridge Fire, Everett Police, Winthrop Harbormaster, Revere Police, Somerville Police and Quincy Police. Jurisdictions should communicate with other public safety agencies in their respective jurisdictions to determine what equipment is needed. Procurement can be made via an OEM award letter or through Boston Purchasing

Department. It was discussed that if a jurisdiction chooses procure on their own via an award letter, there additional requirements one must submit: prior OEM approval of each item, AEL numbers, proof of 30B procurement law process and a completed inventory form.

**Action:** Notify OEM whether you would prefer an Award Letter or to have OEM procure the equipment.

### Old/New Business

Shawn Romanoski announced he worked with the Coast Guard to receive funding to support a maritime camera project.

As of January 1, 2017 JPOC voted to no longer reimburse for meals during travel for trainings and conferences. The hope is that by eliminating meal receipts, the turnaround time for reimbursement will be accelerated.

**Action:** OEM to email out new MBHSR Travel Policy Memo.

There is a Physical Security Assessment Training occurring at the Federal Law Enforcement Center in Glynco, GA on 4/3-4/14/17. JPOC approved travel for one person from each jurisdiction to attend. More info can be found here: <https://www.fletc.gov/training-program/physical-security-training-program>. Let OEM know if interested.

FFY17 Abstracts will be sent out on 2.3.17 and submissions will be due 2.27.17. The subcommittee proposed meeting mid-February to discuss what to actually submit.

**Action:** OEM to schedule a "Pre-Abstract" meeting mid-February.

Next Meeting TBD

*# Meeting adjourned 11:45 AM*