

Meeting of the  
Executive Advisory Board Meeting

Thursday, June 13, 2024

North Shore Regional 911 Center  
18 Manning Avenue  
Middleton, MA 01949

**ATTENDANCE:**

Members Present: Kassandra Gove, Amesbury Mayor; Craig Bailey, Amesbury Police Chief; Brendhan Zubricki, Essex Town Administrator; Paul Francis, Essex Police Chief; Administrator; Douglas LeColst, Middleton Fire Chief; Kevin Harutunian, Topsfield Town Administration; Jen Collins-Brown, Topsfield Fire Chief; Frank Pozniak, Executive Director State 911; Norm Fournier Dputy Director State 911; Alyson Dell Isola, Director of PSAP Operations; and Christopher Ryan, Deputy Director NSR911.

Members Absent: Steve Poulos, Wenham Town Administrator.

Non-Members Present: Lee Ann Delp, Operations Manager, NSR911; Katrina Shamshak, Training & QA Coordinator.

**CALL TO ORDER**

Called to order at 10:00 A.M. by Brendhan Zubricki

**PUBLIC COMMENT**

No Public Comment

**APPROVE MEETING MINUTES:**

**MOTION:** To accept and approve meeting minutes from 11/6/2023

**MOTIONED BY:** Mayor Gove;

**SECONDED BY:** Chief Bailey;

**VOTE:** All present voted in favor.

**UPDATE FROM THE DIRECTOR RELATIVE TO ROWLEY JOINING NSR911:**

Director Dell Isola reported that Rowley requested to join NSR911 with an expedited timeline due to. After the discussion, including the impact on existing communities, staffing, and operations, a motion was made.

**MOTION:** To accept Rowley in accordance with the expedited onboarding project plan

**MOTIONED BY:** Chief Collins-Brown;

**SECONDED BY:** Town Administrator Harutunian;

**VOTE:** All present voted in favor.

**ITEMS THAT COULD NOT BE REASONABLY ANTICIPATED BY THE CHAIRMAN UNTIL AFTER THE MEETING POSTING DEADLINE:**

Chief Bailey requested an update on the Amesbury Radio project. Deputy Ryan stated it would take 6-9 months after the purchase order was issued.

**ADJOURNMENT:**

Meeting Adjourned at 10:28 A.M.

**MOTION:** To adjourn the meeting

**MOTIONED BY:** Chief Collins-Brown

**SECONDED BY:** Chief Bailey

**VOTE:** All present voted in favor.