

Western Regional Homeland Security Advisory Council
Interoperability / Information Sharing Sub Committee
Meeting Minutes
July 16, 2013 12:30 pm
WMEMS, 68 Industrial Drive, Northampton, Ma.

In attendance: Sue Brown (FRCOG), Gretchen Johnson (FRCOG), Tom Grady (BCSO), Dennis Nazzaro (DFS/NFD), Suzanne MacBain (SAIC), Russ Sienkiewicz (NPD), Ann Shea (MMC), Gary Cromack (SAIC), Melissa Nazzaro (Spfld Comm), John Taylor (SFD/DFS), Manny Litos (Motorola), Robert Garriepy (HPD), Bernard Forgea (CFD/CPD), Bob Hassett (SFD), Kym Craven (Collins Center), Peter Rosamilia (SAIC), Jason Breault (PPD), Peter Cowles (WPS).

The meeting was brought to order by Russ Sienkiewicz, Chair, at 12:35 pm. A round of introductions followed.

The committee reviewed the minutes from the June 18, 2013 meeting.

Motion: Tom Grady moved to approve the minutes of the June 18, 2013 meeting as submitted. Melissa Nazzaro seconded. Motion passed.

Project Updates

Berkshire 385

Russ Sienkiewicz stated that the Berkshire 385 and CMED project updates will be done out of order because Linda Moriarty is filling in for the Berkshire 385 representative and is not able to stay for the whole meeting and Bob Hassett also needs to leave early. Linda stated that all of the information requested for the EHPs has been submitted and we are just waiting to hear back. The project is ready to move forward as soon as the EHPs are approved.

CMED

Bob Hassett stated that the information for the EHPs is being compiled. Sue stated that the EHP information must be complete before the bid can be released for the EHPs.

FCECS Route 202

Motorola was selected as the radio vendor for the new Orange repeater system. The new tower construction was completed on May 1st.

Interoperability Consultant

Gary Cromack stated that the WMLEC system will be tested by Motorola. SAIC is working with the vendor to resolve an IP issue with the new data cards. The Butternut tower structural analysis is underway. NECS delivered and installed racks of equipment to all 10 sites. The special permit was obtained to install the Chesterfield antennas at the MSP site.

Gary expects the system to be on the air next week. Information about the transition and work arounds will be sent out to the departments using the system. The 800 users will need to change the settings on their radios in order for the system to work on them. Sue asked about the quote for the structural analysis for the Borden tower. Gary stated that he has not received a quote back yet.

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Gary stated that there has been an issue with the landlord for the Orange site. Proof of being allowed on the tower is being looked for at the registry of deeds. If that fails, then the town minutes will need to be reviewed.

Gary stated that he agreed to pass on that Comtronics would like to receive additional funding for the Borden to Lenox work around since it was a Harris issue and not one related to Comtronics. Russ asked Gary to thank Comtronics for solving the issue but there is no additional funding available.

Sue Brown stated that the FFY10 extension has not been approved or denied yet. She stated that projects should proceed with the current deadline in mind. All invoices need to be received by August 5th and be dated no later than July 31st.

Russ thanked SAIC for their good work on this project.

UMASS Collins Center & WMRIC Project review

Russ welcomed Kim Craven. Kim stated that the UMASS proposal was included in the meeting packet. She explained that the Collin Center is part of UMASS Boston. It was established to help municipalities and agencies to improve their policies and procedures. The Collins Center is interested in working on this project. The SOW was well written and clear and the timeline can be accommodated. During phase I, the Collins Center will work with the key subcommittee members to flush out the goals and needs of the project. The next step will be to meet with a broad range of stake holders to get feedback on the project. Phase I will be completed by the November 19th meeting and then it can be decided if the project should move onto Phase II. The budget for Phase I is \$22,000 and Phase II is \$65,000 as outlined in the meeting packet.

Discussion followed

Gaps & Analysis Task 1 – Identify Gaps in Current System – presentation

Sue stated that the Gaps Analysis and Improvement Recommendations SOW was included in the meeting packet. Suzanne MacBain gave a PowerPoint presentation. The project included looking at four different radio systems in our region in four different ways. Suzanne and Gary did site visits to 17 locations and were able to create a map that shows the existing coverage and gap areas. A prioritized list will be compiled for further research. Discussion followed on areas to prioritize. Those areas included:

WMLEC

- Egremont
- North Adams and Williamstown
- Granville
- South of Butternut
- Charlemont, Heath and Rowe

Berkshire

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- Williamstown, N. Adams, and New Ashford
- Blandford, Tolland and Otis
- Route 2 Corridor near Florida and Savoy
- Along the Deerfield River near the Housatonic tunnel

Hampshire Hills

- Huntington
- Montgomery
- Russell
- S. Hampton

Franklin

- Plainfield/Ashfield
- New Salem/Shutesbury
- Heath, Rowe, Colrain (Valleys)

Project Updates (continued)

IMC Node Linking

Sue stated that the final invoices on this project have been approved and paid. Russ stated that the system was used to catch a criminal that was making obscene phone calls to women. It is a valuable crime stopping tool.

WMFCA MDTs & GIS

Sue said that the 33 MDTs are expected to be delivered soon.

WMRIC

The WMRIC Project was previously discussed.

Reprogramming Grant

Sue stated that that the project has been completed. Suzanne stated that she is collecting the last eight out of fifty sets of paperwork from Comtronics. Suzanne has all of the code plugs for the subcommittee on a flash drive. Discussion followed on the best way to distribute the code plug information.

Reprogramming MDTs

Sue stated that the MDTs have been delivered. Dennis is waiting for the Harris cables. Sue said she would follow up with the vendor.

Berkshire 385

This project was previously discussed.

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Gaps and Analysis

This project was previously discussed.

CMED

This project was previously discussed.

Field Comm Unit P25 Radios

Sue stated that there have been some challenges with this project, but the radios have been delivered and will be installed. Bob stated that there needs to be more outreach done with the end users. The end users need to understand the project and be on board. Discussion followed.

Interoperability Consultant

The consultant report was covered previously in the meeting.

Requests

No requests were presented.

Old Business

Hampshire Hills Police 800Mhz radios

Russ stated that the Hampshire Hills Police 800mhz radios project will be a place holder until funding can be identified.

New Business

FY11 Interops Consultant Funds

Sue stated that SIAC has had to conduct extra engineering work on the WMLEC project and the engineering funds have been exhausted. The SAIC staff left the room. Discussion followed.

<p>Motion: Tom Grady moved to approve \$17,403.64 from FFY11 WMSIN module funding for the SAIC engineering services. Melissa Nazzaro seconded. Motion passed unanimously.</p>
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It was suggested that the Borden Tower be added to the Gap Analysis prioritized list.

Business Unforeseen by the Chair

Sue stated that URS has submitted their invoice for the engineering analysis for the Borden tower category. The analysis did not explain the reason for the finding of it a category one in the first analysis and a category three in the second analysis. Sue has requested a full explanation. The invoice will be held until a satisfactory explanation has been submitted.

Next Steps/Future Meetings

The next meeting is scheduled for August 20th at 12:30 at the WMEMS.

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There being no further business Tom Grady motioned to adjourn. John Taylor seconded. Voted unanimously.

The meeting adjourned at
3:10 pm.

Respectfully Submitted by
Gretchen Johnson
Homeland Security Program Assistant
Franklin Regional Council of Governments