

Western Regional Homeland Security Advisory Council
Interoperability / Information Sharing Sub Committee
Meeting Minutes
December 17, 2013 12:30 pm
WMEMS, 68 Industrial Drive, Northampton, Ma.

In attendance: Raine Brown (FRCOG), Gretchen Johnson (FRCOG), Tom Grady (BCSO), Dennis Nazzaro (DFS/NFD), Russ Sienkiewicz (NPD), Ann Shea (MMC), Peter Cowles (WEMA), Robert Garriepy (HPD), Melissa Nazzaro (Spfld Comm.), Lindsay Stromgen (AFD/HCF), Manny Litos (Motorola), Bob Hassett (SFD), Tony Pettaway (SDHHS), Jason Breault (BCSO).

The meeting was brought to order by Russ Sienkiewicz, Chair, at 12:30 pm. A round of introductions followed.

The committee reviewed the minutes from the November 12th and the November 19, 2013 meeting.

<p>Motion: Tom Grady moved to approve the minutes of the November 12 & 19, 2013 meetings as submitted. Peter Cowles seconded. Motion passed.</p>

Project Updates

WMLEC

Russ stated that the system is stable and the Council took ownership of the system last month.

WMRIC

Russ tabled this discussion until Kym Craven is able to join the meeting via a conference call.

Berkshire 385

Raine stated that Motorola was awarded the contract for the Berkshire 385 project.

CMED

Raine stated that Lucy is on her way. She is running late due to the inclement weather. The last EHP has been approved.

Hampshire Hills 800

Russ stated that the PO has been issued. Manny stated that Motorola is comfortable that they will complete the project within the timeline.

Field Communication Unit Cell Boosters

Raine stated that the project will need to be approved by EOPSS. The project can not move forward until the FCC finalizes the new guidelines for the cell boosters. It was suggested that Jason would be best to keep an eye on that project and let us know when it is ready to move forward. Tom offered to speak with him. Peter stated that the FCC is just waiting for the comment period to end on opening up more frequencies. The guidelines should be finalized by February. Raine stated that we have until June to expend the funds.

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Requests

Cache Radio Batteries

Russ stated that the batteries for the cache radios need to be replaced. He did some research and the new generation battery has a 30 hour life span and work with the current chargers. They last longer than the two of the current batteries and are cost effective. Discussion followed. It was decided to propose at the next Council meeting to buy 32 batteries. That will provide 8 batteries in each county.

WMRIC

Kym Craven joined the meeting via conference call. Russ stated that a conference call held to discuss the available options and discuss which options are most feasible to meet the needs of this group. Kym is compiling the feedback on the options. A survey was reviewed. Kym emailed it out for review today. She asked the subcommittee to review it and get any feedback to her by Monday. Russ and Raine will give the final okay to release the survey to keep momentum going. Victoria stated that she is available for assistance if needed. Kym thanked Victoria.

Old Business

Interops Consultant – project update

Russ stated that the RFQ has to be redone, a few pages were omitted when it was posted by EOPSS. We will need members to review the proposals. Russ stated that participation is appreciated.

Communications 101 Training Video

Dennis stated that the Communication 101 trainings received great feedback. Requests for a second training have been requested. The video for the 101 training will still be a challenge. Feedback from the trainings was to include all of the information presented. Raine suggested creating 60-90 second videos on each topic producing up to ten videos. The topics were discussed and decided upon:

- Overall introduction
- Patching
- WMLEC
- FCECS
- Berkshire
- TacStack
- Regional Mobile Assets
- MIFOG
- Simplex vs Duplex
- National TACS
- Statewide 800 trunk system

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Peter suggested also including an FAQ page on the website as well. Dennis will draft a script for each subject. Discussion followed concerning a next level of communication training or exercise. Tom suggested creating an exercise that will tie in several functions such as Communications, Haz Mat Team, IMAT Team, etc. Then we can identify gaps and create further trainings. The Training and Exercise Subcommittee can look into this further.

Lucy Britton arrived and stated that all of the licensing for the Berkshire 385 project has been completed. The equipment will start to be installed tomorrow. Discussion followed

New Business

North Adams Interference

Raine stated that there are some handouts in the meeting packet concerning a frequency that North Adams is using. The frequency is affecting several other towns. The frequency is also used in Green County New York. It has turned into a political issue. The information came to the Subcommittee from Comtronics. Comtronics is proposing to change the frequency for just over \$29,000. Raine stated that it is not a qualifying expense for Homeland Security funds. The Mayor of North Adams said 911 funds can be used. Discussion followed. It was decided that no action is required unless a member from an affected town comes forward to the Subcommittee for assistance.

Business Unforeseen by the Chair

No business unforeseen was discussed.

Next Steps/Future Meetings

Russ thanked everyone for their good work all year and wished everyone a great holiday. The next meeting is scheduled for January 21st at 12:30 at the Northampton Police Department.

There being no further business Tom Grady motioned to adjourn. Melissa Nazzaro seconded. Voted unanimously.

The meeting adjourned at 1:30 pm.

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