

Western Regional Homeland Security Advisory Council  
Western Massachusetts Regional Interoperability Committee  
Meeting Minutes  
March 17, 2015, 12:30 pm  
WMEMS, 168 Industrial Drive, Northampton, Ma.

**In attendance:** Raine Brown (FRCOG), Gretchen Johnson (FRCOG), Russ Sienkiewicz (NPD), Suzanne MacBain (SAIC), Gary Cromack (SAIC), Peter Cowles (WEMA), Robert Garriepy (HPD), Steve Kozloski (MPD), John Paciorek (DPD), Manny Litos (Motorola), Matthew Barstow (MSP), Jeffrey Coe (DPD), Paul Medera (LPD), Terry Dun (FCECS), Bernard Forgea (CFD/CPD).

The meeting was brought to order by Russ Sienkiewicz at 12:36 pm. A round of introductions followed.

The committee reviewed the minutes from the February 17, 2015 meeting.

<p><b>Motion:</b> Steve Kozloski moved to approve the minutes of the February 17, 2015 meeting as submitted. Peter Cowles seconded. Motion passed.</p>
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A round of introductions followed.

### **Project Updates**

#### *Hampshire Hills 800*

Raine Brown stated that all of the equipment has been shipped. Manny Litos stated that the system has been updated and programming will begin once the necessary ID's are received from the state. Outreach to the entities has been done to ask about VHF programming needs. Motorola is willing to customize the programming.

#### *WMLEC Borden Fiber*

Russ tabled this discussion until the Consultant's update.

#### *Hovey Hill*

Steve Kozloski stated that the project is moving forward with the omni directional antenna. Gary Cromack stated that an EHP is required. Gary will compile the information needed for the EHP and give it to Raine. Raine will write up the RFP.

#### *Great Hill to Borden Microwave Link*

Gary stated that the license process is still underway. An RFP will be released in the spring for the installation.

### **Interoperability Consultant Report**

Gary stated that WMLEC Borden Fiber project has two pieces, the first is the fiber installation from the MSP shelter to the H frame. This part of the project will need to wait until the snow melts. The second piece is the electronic equipment installation. MSP technicians have installed the fiber to T1 converters at Lenox Mountain and connectivity to from the WMLEC hub site at Peru. There is an issue regarding the power at Butternut. Manny stated that a multi-coupler had a mouse issue. Manny suggested that the multi-coupler be replaced. Gary stated that he would

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like to see it first because it may be able to be fixed. Russ stated that he will follow up with Tom Grady to see if it is necessary for Gary to travel to the Butternut site.

Manny stated that the budgetary quote for the WMLEC monitoring system is completed. The need for the monitoring system comes from the fact that the system is not used daily and there is a possibility of a component or linking going out of service and not being discovered until it is needed. The quote includes a centralized monitoring location. There was some concern about who would take responsibility for monitoring the system. The quote includes alarm and reporting capabilities. Some of the equipment needed includes base stations, hardware, GPS components, power systems, sensors for antennas, environmental monitoring and door entry notification. Russ stated that some of the sites are monitored already by other agencies with equipment at that site. Raine said that no funds have been set aside for this project yet. Russ stated that this project was identified as a secondary project but a quote was needed to plan for the project. Manny stated that the system is approximately \$500,000. Russ said that the project will need to be completed in phases. Russ thanked Manny for his work. The

**Western Mass Interoperable Systems Update**

WMLEC – Russ stated that two sites need to be relicensed. However, the process will be put on hold until the new Chair is selected. Gary stated that he is compiling a list of all the licenses held for the WMLEC system with the expiration dates.

Berkshire County – No update was given.

Franklin County – Terry Dunn stated that the paging issue in Franklin County is still prevalent. It is causing a significant issue in a few communities. The fix will require reorienting and retuning at nine tower sites. The rough estimate for the project is \$80,000. This system is used 24/7 by three branches. Terry stated that he will make a presentation at the Police Chiefs meeting and will likely prepare a formal request for the Council.

Hampshire County – Bernie Forgea stated that the Hampshire County System is working well.

CMED – No update was given.

MSP- Matthew Barstow stated that he had no updates.

**FFY2014 Projects**

*Interops Consultant*

Raine stated that she will draft an SOW for the next Consultant contract. Raine asked for feedback on what should be included.

*Hovey Hill Continuation*

Russ stated that this task should be removed from the agenda.

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*Rural Terrain Gaps & Solutions*

Raine stated that the this project has \$33,000 set aside to purchase a trailer with communication equipment but Dennis Nazzaro was not able to attend today to speak to this project. Discussion followed. Russ asked to keep this project on the agenda for next month.

**Requests**

No requests were presented.

**Old Business**

*WMLEC VHF-UHF Patch*

Russ stated that a WMLEC patch was used during the Blarney Blowout event. It is important the communities continue to invest in this system.

*Orange control hardwiring*

Terry Dun stated that he will have more information next month.

*Follow-up on priority project review*

Raine stated that a review of project priorities was done last month. The WMLEC and FCECS system gaps were identified as a priority.

Raine stated that priority 4 (HCRS, Towns of Huntington, Chester, Montgomery, Russell and others) and 7 (WMLEC, Westfield River Valley) are primarily solved by the Hampshire Hills 800 project. Bob Garriepy stated that the 800 project addresses the police communication issues but does not solve the Fire and EMS problems. Bob stated that it would be a good idea to mirror the solution in the Cummington area. Bob stated that he will work with Bernie Forgea.

**New Business**

*Russ Sienkiewicz Retirement*

Russ stated that he announced his intention to retire on June 15<sup>th</sup>. This will allow time for a smooth transition. Russ stated that the formation of WMRIC was a large goal for his career. WMLEC will need to assign a new representative and a new Chair of WMRIC will need to be appointed. The Chair must be a member of the Council and will be appointed by the Council Chair. Russ stated that he will be at the next two meetings. Russ stated that it has been an honor and a privilege to work with the Subcommittee. This subcommittee has done great work and has worked well together.

Raine stated that currently the Subcommittee has approximately \$110,000 of unallocated funds. In order to accommodate tower work and EHPs the money should be allocated soon. There was approximately \$17,000 of administration funds returned to the Council's unallocated funds. These funds must be spent down by July 2015.

EOPSS announced that DHS has been funded. The Subcommittee should start to planning for the FFY15 funds.

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Terry stated that the NWMIMT Team was requested by MEMA to help the state manage the staging areas for out of state resources during the snow clean up in the Boston area. It was a great exercise and training experience as well as a time to build relationships. There were three staging areas and over 600 assets. The Field Comm and the MEMA trailer were there. Russ stated that there were costs to requesting some of the assets. The cost is 1/10 of one percent of the purchase price for every 8 hours of usage. Terry stated that this will be funded with Federal funds if the situation is declared. Terry stated that there are costs to these events. The members of the NWMIMT will be paid hourly. Fuel and other related costs will be billed as well. Russ stated that some of the generators from the Eastern part of the state had some issues due to not being properly maintained. A copy of the citation from the Governor thanking the NWMIMT was given to the Council Chair.

**Business Unforeseen by the Chair**

No business unforeseen was discussed.

**Next Steps/Future Meetings**

The next meeting is scheduled for April 21<sup>st</sup> at 12:30 at WMEMS.

There being no further business Bernie Forgea motioned to adjourn. Terry Dun seconded. The motion was voted unanimously.

The meeting adjourned at 1:49 pm.

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