

Western Regional Homeland Security Advisory Council
Interoperability / Information Sharing Subcommittee
Meeting Minutes
April 15, 2014 12:30 pm
WMEMS, 168 Industrial Drive, Northampton, Ma.

In attendance: Raine Brown (FRCOG), Gretchen Johnson (FRCOG), Tom Grady (BCSO), Peter Cowles (WEMA), Melissa Nazzaro (Spfld Comm.), Manny Litos (Motorola), Terry Dun (NWMIMT), Russ Sienkiewicz (NPD), John Taylor (SFD/OFS), Bernard Forgea (CFD/CPD), Bob Hassett (SFD CMED), Ann Shea (MMC), Suzanne MacBain (SAIC), Gary Cromack (SAIC), Dennis Nazzaro (NFD), Lindsay Stromgen (AFD).

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 March 18, 2014 meeting.

Motion: Tom Grady moved to approve the minutes of the March 18, 2014 meetings as submitted. Peter Cowles seconded. Motion passed.

A round of introductions followed.

Project Updates

WMRIC

Raine stated that she has been in contact with the Collins Center to figure out the next steps.

Berkshire 385

Raine stated that some creative work arounds have been put into place due to the hospital closing and the tower that fell down. The equipment in the shelter is fine.

CMED

Continued Channel Plan Discussion

Raine stated that this is on the agenda as a place holder.

Bid Review

Raine stated that the EHP for the Roosevelt tower was missed. The process will take 3-4 months. It will cost an additional \$4,000. Also, the bid for the project came in over the anticipated budget. Discussion followed about where to obtain the additional funding. Because the Westfield River Project is still amorphous, it was suggested to take from that project out of the FFY13 funds. If the Westfield River project needs additional funding it can be allocated out of the FFY14 funding. The FFY14 funds are expected to be allocated in September. Russ asked Bob Hassett if CMED has any funding to help with this additional cost. Bob stated that CMED was able to pay for the license fees and other smaller costs but do not have the funding for this cost. CMED has \$30,000 of funding to add channel 3 &4 when this project has been completed. Russ stated that the FFY14 Homeland Security funding to the state was increased by 15 percent.

Motion: Tom Grady moved to approve up to \$9,000 from the Westfield River Valley project to the CMED Enhancements Project. Terry Dun seconded. Motion passed.

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Bob Hassett thanked the committee for their support.

Raine stated that she will need the information on the tower for the EHP. Gary stated that he will forward the information to Raine.

Gary stated that there will also be few more additional fees. The project will need an additional \$1,200 for frequency coordination. Gary stated that an additional \$1,200 to conduct a .com search for the microwave will also be necessary. Bob stated that CMED can cover both of those fees.

Hampshire Hills 800

Russ stated that he forwarded an email on March 18th from Blair that states that the 800 IDs have been entered. Dennis stated that the MOUs for the Harris radios and cache radios have not been received yet. The IDs for Goshen, Huntington, Plainfield, Cummington and Russell have not been received yet. Russ stated that he will follow up.

Field Communication Unit Cell Boosters

Raine stated that she has been working with Jason Breault on this. The project will need to be approved by SAIC. The PJ was included in the meeting packet. Gary stated that if the booster is less than 20 feet from the antenna on the vehicle installations it will not work correctly. Discussion followed. Raine stated that she will follow up with Jason. Raine stated that the PJ will be ready for the May SAIC meeting.

NWMIMT Field Comm Unit Equipment

Terry stated that the equipment has been arriving.

WMLEC Borden Microwave

Gary stated that he has provided the information needed to Raine for the Borden Tower EHP. The radio will be installed in the MSP shelter not on the H-Frame tower. Gary asked Russ for a letter of introduction to help with relationship building for this project. Gary stated that NECS owes the WMLEC project two 6 foot antenna installations for Borden and Lenox. Gary will continue to work on the equipment list for this project. Dennis stated that 2 of the 10 WMLEC sites are not working. Gary stated that there has been some concern about excess interference in Troy and Rensselaer NY. Gary is going to do go to the locations and check if there is interference because the maps show that the mountain ranges should block the interference. Discussion followed.

Hovey Hill

Gary stated that many possible alternate sites have been identified. Gary is coordinating with Chief Kozloski to gather additional information on the potential sites. Gary will conduct a feasibility study on the possible sites and look at combinations to calculate their effectiveness. This will be a five site project. We may end up adding an 11th site to the WMLEC system. Gary

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will look at all of the available options. Gary stated that he will present his recommendations at the June meeting

Westfield River Corridor

Raine stated that this project has not started yet.

Interoperability Consultant Report

Gary stated that the report was covered in previous discussions throughout the meeting.

Requests

No requests were presented.

Old Business

Gary stated that he received a quote from Motorola for \$11,924.00 for a gateway switch and the installation. This will allow a link into the MSP to the WMLEC cloud. It will also fill some gaps in Russell and Huntington. Raine asked if the switch can be located on the existing rack in the shelter. Gary answered yes.

Motion: Terry Dun moved to transfer up to \$12,000 from the FFY13 Westfield River Corridor project funds to pay for the WMLEC to MSP conventional gateway switch. Dennis Nazzaro seconded. Motion passed.

Russ stated that he did some research and all of the cache radio locations have been determined. Raine stated that the 168 batteries will be available and ready to distribute next month.

New Business

Leasing space on WRHSAC purchased towers

Raine stated that the issue of renting or leasing space on Homeland Security purchased towers to private vendors has arisen. Raine forwarded the question to EOPSS. EOPSS stated that it would only not be allowed if the grant line that purchased the tower is still open. Currently all grant lines that funded a tower are closed. Discussion followed. Raine will draft a letter to the tower owners to advise short term leases to any private vendors and to reserve a percentage of space on the tower strictly for public safety. The draft letter will be reviewed at the next meeting. Russ stated that a clause should be added concerning this point to the MOU for any future Homeland Security funded towers.

Business Unforeseen by the Chair

Russ noted that Brook Chipman from EOPSS stated that the FFY14 project ideas should be submitted for May 15th. There will be a chairs meeting on May 5th. Russ asked if anyone had any new projects that are not currently listed on list of priority projects. No new projects were suggested.

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Raine stated that Brook also reviewed that our Regional Update Plan will be due on August 1st. We will need to start looking at the FFY14 projects. Brook indicated that there will be about a 15% increase to this years funding. This will bring the Council's funding up to about \$900,000 from our current budget of just under \$800,000. The Council typically asks the Subcommittees for their top prioritized projects. Raine will add this discussion to the agenda until the FFY14 plan is completed.

John suggested that an inventory of the towers in the region to list the tower owners, capacity etc. This would help in planning out any new systems. Melissa stated that this was mentioned at the SIEC meeting related to the First Net project but this conversation may be a bit premature. Raine stated that the Council passed a motion not to allocate any Council funds to the First Net project. Tom stated that an inventory of towers should be coordinated by the State SWIC Coordinator. Discussion followed.

Next Steps/Future Meetings

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

There being no further business Tom Grady motioned to adjourn. Terry Dun seconded. Voted unanimously.

The meeting adjourned at 2:34 pm.

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