

LCD Board of Directors Meeting
Goshen Firehouse
Meeting Minutes
January 28, 2010

Call to order

James Farkas called to order the regular meeting of the LCD Board of Directors at 7:12pm on January 28, 2010 at the Goshen Firehouse.

Roll call

Roll call of Directors showed a quorum present.

James Farkas welcomed First Selectman, Dan Jerram from New Hartford and thanked for coming to the meeting.

Approval of minutes from last meeting

A motion was made by Peter Grusauskas to accept minutes from November 19, 2009 seconded by Steve Kroehle. Motion carried.

Public Comment

a) None

Correspondence

a) None

Treasurer's Report- Pete Grusauskas reported on the following:

- a) Operating account balance \$901,573.87
- b) Project account balance \$900,182.15.
- c) Budget report was sent electronically prior to meeting.
- d) All second installment contract monies have been received.

Scott Kellogg made a motion to receive the treasurer's report, seconded by Jim Schultz. Motion carried.

Executive Director's Report – Joseph Del Buono reported on the following:

- a) CAD server – problem with video/motherboard. New Dell server received and being configured and should be in place this week.
- b) EMD Steering Committee - met with doctors & EMS coordinators from CHH, Sharon Hosp & New Milford Hospital. The role of the Steering Committee was discussed along with an overview of where our EMD program is at this time. Reports were reviewed. Impressed with EMD and QA system in place. Much interest shown. Information sharing with all via internet and plan to meet quarterly.
- c) Working with Change TAC and Northeastern Comm. to develop one or two pairs of frequencies that we can license. Once received, will have Change TAC develop a proposal for Phase III of our radio system project to bring forth to the BOD.
- d) Kevin and I attended a presentation put on by the Metropolitan District on the Emergency Action Plan for Goodwin Dam. Riverton/Colebrook area.
- e) Console Upgrade Centracom Gold Elite 6 position console project - OSET approved project quotes, equipment ordered. HP computers on backordered should receive shortly. Upgrade should be completed in next 15 – 30 days.
- f) Comparator project – OSET approved. To begin once Console project is completed.
- g) LCD held its 20th Anniversary celebration on December 11th. Well attended, a good time had by all. Special thanks to the Northfield FD for use of their function room at the new Fire Station. Also, special thanks to Ernie Bunnell for his assistance. Recognized Dan Soule, Martin Rinko and Scott Schreiber for their 20yrs of service.
- h) ENS – (Emergency Notification System) by Everbridge. Kevin and Dan putting data into our aware side of the system where we can notify our employee's of important messages.

Setting up data that will allow us to notify County Coordinators of emergency needs in our area. Also notify Region 5 key people when resources/services are needed. Awaiting information from the State regarding the opt-in side of the system along with a policy directing use of the emergency system which utilizes the States' 9-1-1 database.

- i) Sherman tower project – on hold while updating zoning regulations regarding tower installation. To meet soon with Fire/EMS and Town officials to discuss the movement of this project. AT&T still interested.
- j) Telecommunicator Conference – to be held on April 5th in Cromwell. National Public Safety Telecommunicator week is April 11th thru 17th. Plan to recognize efforts of our ET's during that week.
- k) E911 Commission Meeting – Fiber optic system in process of being deployed in test PSAP's and out to all PSAP's by January 2011. NG 9-1-1 should be out in PSAP's in 18 months. OSET reported that cellular 9-1-1 calls account for 70% of 9-1-1 calls received in the State. This is the last year of the Regional Center funding formula (9-1-1 service fee) which may result in reduced Capital Expense grants & training reimbursements to centers such as ours. Over the next year, legislators will need to take this up to determine what the formula will look like for 2011-12 fiscal year.
- l) EMD performance in Center discussed. Performance and determinant drift reports presented to the BOD. Communications Manager K. Webb has developed a program to recognize exemplary performance by ET's in conjunction with an opportunity to attend outside conferences. Any ET that has an overall EMD compliance score of 95% or above have been given an opportunity to submit an essay explaining why they feel they should be considered and what they feel they can get from the experience and how it will benefit the Center.
- m) Handbooks delivered and will be distributed at our February 4th in-service.
- n) Dispatcher Resignations – Matt Funchion and Wallace Chase gave their resignations. James Farkas thanked Matt for his service along with Wally Chase for his 19 years of service with LCD. They will be missed as members of our organization.

Committee Report's

- a) **By-Law** – No meeting.
- b) **Executive** – No meeting.
- c) **Finance** – No meeting.
- d) **Personnel** – No meeting. FYI; an exit interview requested by Wallace Chase to be held in near future.
- e) **Protocol** – Next meeting scheduled for Wednesday, February 10, 2010, 6:00pm at LCD Admin office.
Plain language being worked out. Draft of operating protocols, hoping updates for February meeting. Begin training in March, transition in May. Work w/ Joe Del Buono with new frequencies.

Old Business

- a) **NONE**

New Business

State Grant Designation – No action at this time.

Adjournment

Jim Schultz motioned to adjourn the meeting. The motion was seconded by Scott Kellogg. Motion carried. The meeting adjourned at 8:30pm.

Minutes submitted by: Cammie Dilger