

Eric Epstein
President

Litchfield County Dispatch, Inc.

Daniel Soule
Operations Manager

111 Water Street
Torrington, CT 06790
www.lcd911.com

Kevin Webb
Communications Manager

Jeffrey Liskin
QA/Training Coordinator



LCD Board of Director's Meeting – September 27, 2012

Meeting was called to order at 7:05 p.m. by President Epstein

Roll call showed a quorum was present.

Motion by Scott Kellogg and seconded by Steve Elovirta to approve minutes of the August meeting. Motion passed.

Public Comment: None

Correspondence: None

Treasurer's Report:

- Operating Account: \$1,523,436.72
- Projects Account: \$ 859,462.40

Motion was made by Jim Farkas and seconded by Rocky Tomlinson to approve report. Motion passed.

Reports of Management:

Communications Manager Report: Was emailed prior to meeting. There were no questions raised. Rocky Tomlinson made motion to approve report as emailed out and seconded by Scott Schreiber. Motion passed.

Operations Manager:

Training/QA Supervisor:

Business Manager: No report

COMMITTEE REPORTS:

By law: Did not meet

Executive Board: Met with Management Team to discuss training program, team leader status, grants, radio system upgrade, and auditors coming in October.

Finance: Did not meet

Personnel: Did not meet.

Protocol: Next Meeting at LCD on Oct 11th at 5 p.m.

Dispatch: 860-496-0711 Dispatch Fax: 860-496-0753 Administration: 860-626-7525 Admin. Fax: 860-626-7527

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OLD BUSINESS:

- Licensing of base radios in Firehouses. Letter of concurrence will be issued to each LCD department as part of the annual contract agreement to allow use of LCD frequencies on base radios. It will be up to each individual department to license those frequencies on their own.
- Motion by Scott Kellogg seconded by Frank VanOrmer to allow LCD member departments the opportunity to license their base stations. Motion passed.
- The dispatchers stating residence names on dispatch was discussed and if changes can be made during call taking process to ask the question.
- Text messages that include dispatch information should not be counted on. The most accurate information comes over the radio and not a text message. The use of a text message is for courtesy only.
- LCD equipment will meet the narrow banding requirement for UHF (CMED) radios and departments can start reprogramming as required.
- If any departments are interested in coming for tours of the center, contact Kevin Webb.
- Post holiday party – more info to follow.
- Executive Director Search – one volunteer thus far for committee and they will be working with the personnel committee to commence search and finalize requirements for such a position.
- LCD hired a 17th dispatcher and starts on the first week of October. Union signed agreement last week allowing dispatcher to have a schedule that meets LCD's needs.

NEW BUSINESS:

- OSET grant funding – recent funding has been denied so a meeting was held to iron out differences and misunderstandings.
- Thursday night Roll call frequency was questioned. It was addressed with dispatchers to perform roll call unless other emergencies do not permit the use of Dispatch.
- The treasurer is looking at moving funds within financial institutions to get the best rates and most flexibility. Pat Mechare suggested LCD contact a specialist to properly invest money.

Motion was made to adjourn at 8:11 p.m. by Pat Mechare and seconded by Steve Elovirta
Motion passed.

Submitted by:

A handwritten signature in black ink that reads "Jonathan Barbagallo".

Jonathan Barbagallo, Secretary

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