

Eric Epstein
President

Litchfield County Dispatch, Inc.

Daniel Soule
Operations Manager

111 Water Street
Torrington, CT 06790
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Kevin Webb
Communications Manager

Jeffrey Liskin
QA/Training Coordinator



LCD Board of Director's Meeting – February 28, 2013

Meeting was called to order at 7:04 p.m. by President Epstein

Roll call showed a quorum was present.

A motion was made by Steve Elovirta (Barkhamsted) and seconded by Lee Baldwin (North Canaan) to approve the minutes of the January meeting. Motion passed.

Public Comment: A recognition award has been established by the Executive Director, Dan Soule. Joanne Deland, Jess Legendre, Eric Hirsch were recognized by Communications Manager, Kevin Webb, for going above and beyond the normal protocols in locating a patient suffering from seizures after a 911 hang-up call.

Correspondence: From Falls Village FD – Pat Mechare will, once again, be their town's director. Also, Joe Delbuono's job recommendation letter was written and submitted.

Treasurer's Report:

- Operating Account: \$1,406,660
- Projects Account: \$ 980,585

Motion was made by Pat Mechare (Falls Village) and seconded by Steve Elovirta (Barkhamsted) to approve report. Motion passed.

Reports of Management: As Emailed

A motion was made by Scott Kellogg (Harwinton) and second by Steve Elovirta (Barkhamsted) to approve report. Motion passed.

COMMITTEE REPORTS:

By law: Did not meet. Jon Barbagallo will be additional member to committee.

Executive Board: Met with Finance Committee and with Management staff

Finance: Met to go over proposed budget.

Personnel: Did not meet.

Protocol: Did not meet

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OLD BUSINESS:

Management Leave Policy – Tabled until next month
Alternate to BOD – Tabled until next month

NEW BUSINESS:

Routine Maintenance is being done on State microwave system in various parts of the county.

I.T. job closing was yesterday and 16 applications will be reviewed.

A motion was made by Harwinton (Scott Kellogg) and seconded by Pat Mechare (Falls Village) to enter into Executive Session for the purpose of Contract negotiations at 7:27 p.m.

Out of executive session at 7:44 p.m.

A motion was made by Mark Lyon and seconded by Sue Dyer to allow the Executive Committee to explore potential expansions of the LCD service area. Motion passed.

A motion was made to adjourn at 7:46 p.m. by Pat Mechare (Falls Village) and seconded by Steve Elovirta (Barkhamsted). Motion passed.

Management Report for February Director's Meeting

- 01/30/2013 M. Ludwig attended COM-T Tech Class at Brainard Airport.
- 01/31/2013 Kevin and Dan attend ISO Meeting at LCD. We learned that the fire service score is based on a possible 100 points and dispatch is 10 points of that score. He could not tell us what our score was at the time of the meeting.
- 02/06/2013 Kevin and Dan met with Rick Lynn to update the TIC Plan.
- 02/12/2013 Kevin and Jeff attended ESF-2 Meeting at Northwest Public Safety. LCD secured funding to host APCO Active Shooter Class for all Region 5 dispatch centers.
- 02/13/2013 Wrightline fixed motor mount on console Position 3.
- PSDN Meeting with state to review connections to all fire houses moved to March 1st due to inclement weather.
- 02/21/2013 Kevin & Matt Ludwig attended the Northwest Zone Radio Drill at Lakeville Firehouse with the states new Mobile Communications Vehicle.
- 02/26/2013 Kevin attended Northwest Zone Meeting in Kent.
- 02/27/2013 State performed required maintenance on the state network which interrupted some of our radio circuits. During the maintenance the Command channel was offline. Intercom connections with Sharon Hospital and New Milford Hospital were also offline.
- We utilized the state mobile communications vehicle to monitor med channels from Mohawk Mountain. This also gave us the opportunity to test the capabilities of this vehicle from a remote site in the event of future system emergencies. The maintenance took around 2.5 hours and no issues occurred.