

Eric Epstein
President

Litchfield County Dispatch, Inc.

Daniel Soule
Executive Director

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

Kevin Webb
Communications Manager

Jeffrey Liskin
QA/Training Coordinator



LCD Board of Director's Meeting – July 31, 2014

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 Jim Schultz (Warren) and seconded by Scott Schreiber (Sharon) to accept minutes. Motion passed.

Public Comment: None

Correspondence: Received from Barkhamsted Fire District stating that Steve Elovirta was chosen as Director. Also, Earl Tyler of Cornwall has been chosen as their Director.

Treasurer's Report:

- Operating Account: \$1,656,622.09
- Projects Account: \$702,821.63

Motion made by Pat Mechare (Falls Village), seconded by Todd Hiller (Colebrook) to receive Treasurer's report. Motion passed.

Reports of Management: As emailed. Dan Soule discussed various topics including Troop L radio tower overload, East Hartland cellular 911 calls getting misrouted, options on new LCD CAD program, State funding formula and employee handbook is being updated. Several meetings with Newtown have occurred regarding possible regionalization. New radio console was cut over with no major issues.

COMMITTEE REPORTS:

By Law: Met to discuss Bylaw change.

Executive Board: Did not meet

Finance: Did not meet

Personnel: Did not meet

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Protocol: Met to discuss several items:

- Weather warnings will continue under current policy. Discussion ensued about other entities other than NWS sending out weather warnings and watches. Brian Mirizzi will contact local meteorologists to get more information.
- LCD policy and procedures will not be posted on LCD Website.
- To adopt new EFD Protocol #77 – Motor Vehicle Accidents. Motion made by Jim Schultz (Warren) to adopt new protocol, seconded by Steve Elovirta (Barkhamsted). Motion passed.
- Regarding an issue raised at recent meeting, if anyone has specific issues with Command 3 to contact LCD. Sherman FD raised a similar issue of not being able to use the frequency during a call.

OLD BUSINESS:

Colebrook tower: Dan met with local realtor and with representative of the Colebrook Zoning board. More information to follow at subsequent meeting.

Scott Schreiber (Sharon) again raised the concern about dispatchers not giving business or residence names on dispatch.

Scott Schreiber (Sharon) also discussed the issue of the directors not being adequately informed when an LCD dispatcher was arrested.

David Raines (Sherman) praised the dispatchers for their work on a call of a boating accident on Candlewood Lake. Follow up with the Candlewood Lake Authority was suggested in order to enhance interoperability.

NEW BUSINESS:

Bylaw Change: *“Meetings of the Board of Directors shall be held monthly unless the Executive Committee deems that a meeting is not necessary. The Board of Directors shall meet once per quarter.”* Motion made by David Raines (Sherman), Seconded by Todd Hiller (Colebrook). Motion passed.

State of Connecticut Resolution: Secretary Barbagallo read resolution (attached) in order to enter into an agreement with the State of CT to use grant money for PSDN equipment. Motion made by Scott Kellogg (Harwinton) and seconded by Walter Wabrek (New Hartford). Motion passed.

Changes to State funding formula are forthcoming. If current projections hold, LCD could be facing a \$500,000 reduction in State funds. A committee will be formed soon in order to properly respond.

Todd Hiller (Colebrook) made a motion to adjourn meeting, seconded by David Raines (Sherman). Meeting adjourned at 806 p.m.

Respectfully Submitted

Jonathan Barbagallo

Eric Epstein
President

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Cammie Dilger
Office Manager

I, the undersigned, HERBY CERTIFY that at a meeting of the Board of Directors of **LITCHFIELD COUNTY DISPATCH INC. (LCD)**, duly called and held on July 31, 2014, at which a quorum was present and acting throughout, the following resolution was duly adopted:

RESOLVED, Whereas Litchfield County Dispatch Inc. (LCD) is applying for consideration to the Department of Statewide Emergency Telecommunications (DSET) a Capital Expense Grant request for F.Y. 2014-2015, and if awarded, will be used to fund up to 50% (\$125,000.00) towards the purchase and configuration services of network hardware to connect 44 sites on the State of Connecticut Public Safety Data Network in accordance with DSET Capital Expense Grant program guidelines. Let it be resolved that on this date July 31, 2014 that the LCD Board of Directors shall commit to match such funding received dollar for dollar for the purposes as outlined in our grant application with funds set aside in our Capital Improvement account for this project.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Company on this 31st day of July, 2014.

Jonathan Barbagallo, Secretary
Litchfield County Dispatch Inc.

Date: _____