



Franklin Regional Council of Governments

Meeting Minutes: Franklin County Emergency Communication System Oversight Committee			
Date	November 19, 2015	Location	John W. Olver Transit Center 12 Olive St Greenfield, MA Room 104
Time	9:30 a.m. – 12:00 p.m.	Duration	2.5 Hours
		Facilitators	Walter Tibbetts, Chair
		Meeting Cancellation Notice	413-774-3167 x153

Agenda Items	Action/Motion
1. Welcoming remarks/agenda/introductions	Meeting called to order at 9:35 a.m. In attendance were: Bruce Beliveau, Raine Brown (Western Region Homeland Security Advisory Council), Bob Dean, Joe Cuneo, Butch Garrity, Ted Harvey, Bill Perlman, Tracy Rogers, Kurt Seaman, Wendy Snow, Walter Tibbetts, and consultants from Communications Design Consulting Group. Joe Camden, Dana Johnson, and John Paciorek were absent.
2. Review/approval of meeting minutes from November 2, 2015 and from October 15, 2015.	Motion: Cuneo made a motion to approve minutes from the November 2, 2015 meeting as written. Seaman seconded the motion and it was carried by a unanimous vote. Motion: Tibbetts made a motion to approve minutes from the October 15, 2015 meeting as written. Cuneo seconded the motion and it was carried by a unanimous vote.
3. Chairman's Report	Nothing to report.
4. Update from Communications Design Consulting Group (CDCG)	CDCG provided an updated summary report of their findings. Project has focused on optimization. Feedback from the Committee was positive. Perlman suggested running new measurements every 2-3 years. Beliveau suggests looking at having spare equipment. Perlman raised the issue of having too much equipment that is too old replace or have parts for. CDCG will send a draft report to Brown and attend the December 17 meeting to discuss technology next steps.
5. Old Business a. Ashfield dead spots b. Interops update c. Tower Use Policy and MOU d. DCR Contract update e. School Radio Policy f. Ground to air communication	<u>Ashfield Dead Spots:</u> Perlman reported that the project is complete. MOTION: Perlman made a motion to remove the item from future agendas. Tibbetts seconded the motion and it was carried by a unanimous vote. <u>Interops Update:</u> Tibbetts reported that Interops was pleased to hear updates on the engineering study. They discussed the West County gap study, but are going to wait until this Franklin County study is complete before moving forward. <u>Tower Use Policy:</u> The policy has been given to FRCOG legal counsel for review. <u>DCR Contract Update:</u> The contract is sitting with DCR's legal counsel. <u>School Radio Policy:</u> The policy was sent to all superintendents by Harvey.



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	<p><u>Ground to Air Communication:</u> Tibbetts reported that Johnson asked for this item to be placed back on the agenda. Not all radios have been programmed correctly to use UTAC-41D, as was decided for ground to air communications two years ago. Cuneo said it will be difficult to figure out which radios have or haven't been reprogrammed.</p> <p>MOTION: Seaman made a motion that, as of 0000 hours 1/1/2016, the air to ground channel will be consistent with the MIFOG; Simulcast will be a backup option. Cuneo seconded the motion and it was carried by a unanimous vote.</p> <p>Tibbetts will write a letter to system users and the head of LifeFlight. This will be as of 12am, January 1, 2016. Rogers will send out the letter via email and hardcopy.</p>
<p>6. New business a. FRCOG Staff Change</p>	<p>a. Ted Harvey is leaving the FRCOG. Interviews for his replacement are scheduled to begin after Thanksgiving.</p>
<p>7. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>a. Cuneo asked if we should look at appropriating funds to look at buying new equipment. Beliveau will look at costs for refurbishing equipment. b. Perlman met with FRCOG Executive Committee and they are pleased with the work the FCECS Committee is doing.</p>
<p>8. Wrap up and adjourn</p>	<p>MOTION: Cuneo made a motion to adjourn the meeting at 11:50 a.m. Seaman seconded the motion and it was carried by a unanimous vote.</p>