

CUMBERLAND COUNTY REGIONAL COMMUNICATIONS BOARD

April 2nd, 2007

Attendance

- * Helen Tupper
- * Matthew Magill
- * Richard Clark
- * Gary Sacco
- * Robert Lefebvre
- * Dave Libby
- * Ronald Shepard
- * William Holmes
- * Donald Durrah
- * Deborah Plummer
- * Galen Morrison

- ✓ Meeting was called to order at 1720 Hours by the Chair of the board
- ✓ Chair reminds board about the meetings being recorded electronically.
- ✓ Chair request motion to approve minutes from last month meetings as written
- ✓ Gary Sacco Made motion to approve last months meeting as written
- ✓ Deborah Plummer seconded motion
- ✓ No discussion
- ✓ Vote (U) Approved

Agenda Item # 1 Website Demo

- ✓ Chair turns the room over to William Holmes for the Website Demo
- ✓ Chair suggests that it would be nice to add the year end report to the website
- ✓ William Holmes advises board that it will be a few weeks but he will make sure that the year end report is added to the website
- ✓ Chair suggests that it might also be beneficial to post the policy and procedures.
- ✓ Discussion was had by board on the request : Some members feel that some of the policy and procedures should be confidential although others would be ok to post

Agenda Item # 2 Policy and Procedures

- ✓ Power Point Presentation on the changes to the Policy and Procedures
- ✓ Review of the changes was given to the board
- ✓ Director requests that the board accept the policy and procedures as written so that they can be sent to the County's Administration for their approval.
- ✓ Chair suggests that a vote be had by the board. The motion should be to approve the policy and procedures as written and that they put into affect as

soon as they are reviewed by the County Administration. He also adds that any changes that may need to be made by the County Administration be sent back to the board for approval prior to implementation.

- ✓ Motion was made by Ronald Shepard for the board to approve the policy and procedures and that they can be put into affect when they have been reviewed by the County. In addition that any changes that are needed will be sent back to the board prior to implementation of those policies and procedures.
- ✓ Motion was seconded by Deborah Plummer.
- ✓ Vote (U) Approved

Agenda Item # 3 – Need for Technical Committee

- ✓ Chair advises board that he and Director Holmes would like to have the technical committee Convene.
- ✓ Director Holmes advises board that he feels it would be beneficial for them to get together to discuss some technical issues concerning the monitoring of fire alarms. He would like to set up a meeting with the board's approval to include the County IT, Pine Tree Tel, Horizon Radio and others. Chair suggests that we might want to include a rep from Gray as well as Freeport in those discussions.
- ✓ Board believes that it would be beneficial and gave Director Holmes permission to set the meeting up.

Agenda Item #4 – Back up Facility

- ✓ Chair introduces the next agenda item as discussion about a back-up facility
- ✓ William Holmes gives board a little history on the current back up policy.
- ✓ Discussion by board was had on a on site, Mobile, or off site locations for back-up
- ✓ Chair introduces a suggestion that we have a meeting with Scarborough to look at using their command van for this purpose.
- ✓ Suggestion was also made that we should look at a more long term option such as the Maine State Police Facility in Gray.
- ✓ William Holmes suggests that the board give him permission to make contact with Scarborough and the Maine State Police to see if they are viable options before any further discussions take place.
- ✓ Board agrees and gives him permission to contact Maine State Police and the Chief in Scarborough.

Agenda Item # 5 – New Business

- ✓ Dave Libby advises board of the Maine State Police change starting July 1st, 2007 concerning the OIT – Office Information Technology and explains some of his concerns.

- ✓ William Holmes reminds the board about the radio study being conducted by the County of Cumberland with Ken Knight and its status.

NEXT MEETING SCHEDULES FOR MAY 7th, 2007 AND THE JUNE MEETING SCHEDULE FOR JUNE 4th, 2007

- ✓ Motion was made by Chief Sacco that the meeting be adjourned
- ✓ Motion was seconded by Chief Shepard
- ✓ Vote (U) Approved