



Board Meeting Minutes for 10-15-2007

Attendance

William Holmes	Robert Lefebvre
Donald Durrah	Allan Dolloff
Matthew Magill	Galen Morrison
John Moran	Dave Libby
John Joy	Jim Budway
Ronald Shepard	Gary Sacco
Eric Sawyer	Cricket Tupper

- Meeting was called to order at 1715 hours by the Chair
- Jim Budway the New EMA Director was introduced to the board members
- Approval of minutes from August 20th, 2007 on Long Island
 - Shepard made motion that the minutes be accepted as written
 - Motion was seconded by Dave Libby
 - Vote (U)
- Chair introduces the FY2008 for review and vote
 - Discussion was had by the board on the Fy2008 Budget
 - Concerns were brought forward about the budget not reflecting the true costs because of the enterprise accounts.
 - Gary Sacco asked the Director about overtime and if he believes the budget reflects the actual cost
 - Alan Dolloff asked about the new contracts and if we will need to add staff to maintain the level of service.
 - Director Holmes spoke about the overtime line and how it works. In addition he addressed Alan Dolloff's concern by using the Kimball Study as a model. He advises the board

the American Red Cross account which begins November 1st, 2007 will be very little work for the Communications Center. He advises that on a busy night there will be three calls. Director Holmes also explains to the board that the CCRCC will only need to make contact with one on- call person for call out. The rest of the phone notifications will be done by the on call person.

- Motion was made by Ronald Shepard that we accept the FY2008 Budget as written but the board draft a letter to the BAC to ask that in 2009 they make changes to reflect the true costs to include the enterprise account.
- Motion was seconded by Gary Sacco
- Vote (U)
- Chair introduces the next agenda item – Update for RFP for the radio System
 - Director Holmes explains to board about the RFP and that the County will be looking to bond 1.7 million dollars.
 - The bond is split into three sections
 - Sheriffs Office Radio update
 - Microwave Data System
 - Two new radio frequencies for use by all communities within the County
- Chair Introduces the next agenda item : Town Of Sebago request for proposal
 - Director advises board that the CCRCC has received a request from the Town of Sebago for Dispatch Services
- Chair Introduces the next agenda – Command View Demo by John Moran – Board takes a five minute break to allow John Moran to prepare for the presentation.
- Meeting was called back to order at 1830 Hours and John Moran began his command view Demo
- Chair Introduces the next agenda item " Response times "
 - Director Holmes advises board that we are doing a study at the moment on the CCRCC response times.

- Director Holmes also advises board about the Staff meeting that was held on 10-10-2007 and that the supervisors and staff were challenged to get the response time lower.
- Director Holmes advises the Board that the CCRCC is available to give adult and child 9-1-1 training and encouraged communities to use this service.
- Director Holmes also advises that he has begun sending a department News Letter that will be given out to the staff every three to four weeks. He advised the board that the newly appointed union president advised that the night shift staff members sometimes feel they do not receive all department communications and felt that if the Director sent out a News Letter that it would be beneficial.
- Chair Introduces the next agenda item concerning Fairpoint/Verizon take over
 - Chair expresses concerns about Fairpoint being able to maintain the 9-1-1 System
 - Allan Dolloff advises that Fairpoint is planning on keeping the 9-1-1 staff currently at Verizon. In addition he advises that they plan on expanding on the staff for this particular function. He advises as far as Fairpoint is concerned they are prepared.
- Ronald Shepard adds to the agenda reference City watch concerns that have been brought up last week.
 - Director Holmes advises board that he was familiar with both the South Portland and Cape Elizabeth incidents. He advises board that on both occasions the problem was not with the system but the agency requesting it. He also reminds the board about the policy and that the CCRCC sends messages out verbatim from what the CCRCC is given. Director Holmes also reminded the board that the Citywatch system has about a 50% success rate for contacting each telephone number. He added that communities must still use other means of alerts to get their message out.
- Motion was made by Gary Sacco to adjourn
 - Motion was seconded by Ronald Shepard
 - Vote (U)