

CUMBERLAND COUNTY REGIONAL COMMUNICATIONS
Board Meeting Minutes
June 4th, 2007

Attendance

Galen Morrison

Gary Sacco

Ronald Shepard

John Joy

Donald Durrah

Deborah Plummer

Donald Goulet

Matthew Magill

John Moran

Robert Lefebvre

William Holmes

Alan Dolloff

Dick Clark

- Meeting was called to order at 1700 hours by the Chair
- Two members were running late so we had to wait to vote on the minutes until we had a quorum.
- Agenda was passed out to all that were present

Agenda Item # 1: Back-up plan update using Scarborough and the Maine State Police

- Director Holmes updated board on the current status of the discussions with Scarborough and the Maine State Police.
- Director advised board that he met with Scarborough on the possibility of using the van for a temporary communications center. He advises that the Chief of Scarborough stated that the Command Van is ready and can be sent to the facility within 20 minutes to be used. In addition he advises board that Scarborough is willing to bring the Command Van up so the CCRCC staff can be trained on its operation prior to its usage.
- Director Holmes also advises board that the Maine State Police was willing to assist for a more permanent back-up with some modifications to their radio systems at the County's expense. The Director reminds the Board that the Maine State Police have been looking for more contracts. He advises that they have only five stations that are available and may fill up quick if they take over the York County Sheriff's Dispatch. Director suggests that because of this they may not be the best option for the CCRCC. He advised that we may want to take a look at Westbrook again because we have a good working relationship with them all ready and that they may be more suitable for permanent back-up site.
- Discussion was had by the board to involve cost as well as looking to give the Director permission to pursue the Short term plan with Scarborough because it appears to be the best option at this point.
- Concerns about the phones and how they are going to be transferred to the Van.

- Alan Dolloff makes motion to the floor requesting that the Director be given permission to pursue the Scarborough Van for a short term solution for a back-up.
- Motion was seconded by Ronald Shepard.
- Vote (U)

- After vote Chief Sacco advises since a quorum is present he makes motion to accept the minutes of last months meeting as written.
- Motion was seconded by Alan Dolloff
- Vote (U)

Agenda Item # 2 and # 3

- 2006 Year End Report and Policy and Procedure were handed out.
- Director Holmes introduces Don Goulet from the Sheriffs Office that will be their new representative on the board.
- Discussion by board was had on the policy and procedures. The Chair asked the Director if there were any changes that were made to the Manual that the board needed to vote on. The Director advises the board that the only changes that were made were grammatical in nature nothing substantial.

Agenda Item # 4 COMMAND VIEW DEMO BY JOHN MORAN

- Director Holmes advises the board on the reason why the program was designed. He advises the members that during some of the major incidents it has been difficult to keep track of the units. Director advises board on how much he appreciates all the work the staff has done to provide the agencies and citizen with a superior product. Director advises the board that the program has been shown to the Sheriffs Office as a product that could be used for the Emergency Services Unit.
- Demo was given to the board by John Moran on the “Command View “program.
- Discussion was had by the board reference the program. How it could be utilized for large scale incidents. In addition how the program can be used for every discipline fire, rescue, police.
- John Moran also showed the board the program he designed for road closures.
- John Moran showed the board how the program would time stamp as well as keep an ongoing log of all tasks.

Agenda Item # 5 Technical Committee

- Director Holmes gives board the update on the meeting that was had with Protection One. He advises that the committee had met with them and at the time they were given a very viable option to help with Gray Fire and Freeport alarm

- monitoring. He advised the board that originally they felt that had the issue solved and then they called back advising there was a better mouse trap.
- Director Holmes advises the board that another meeting has been scheduled on June 13th at 1300 hours with the committee to discuss the new option in addition he has also invited Seacoast to the table to give the committee there offer as well.
 - The Chair expresses his concerns reference the committee making sure that what ever option is used that it be NFPA compliant.
 - Director advises the board that this was discussed during the first meeting and would continue to be discussed.
 - Chair would also like to suggest that a standard be given to both companies to make sure that they meet exactly what we need. (real concern about time)

Agenda Item # 6 – Monitoring Mutual Aid Departments

- Director Holmes advises the board that a concern was brought to his attention during the meetings with Gray.
- Galen Morrison explains Gray Fire Concerns at length to the board. He stated that it is not really the CCRCC fault but they have lost time because the frequencies were not monitored. He advised the members of the board that at times it has taken 5-7 minutes for the Dispatch Centers that are responsible for the departments such as Cumberland have been waiting 5-7 minutes to contact the CCRCC. He explains that when they were in Gray several of these frequencies were monitored which provided them with extra time. In addition he restated that the CCRCC is doing what they are required to do but his department has lost their head start.
- Director Holmes suggests to the board that monitoring all the frequencies would make the Communications Center to loud. In addition he felt it may take away from the frequency they we are required to monitor. He advises the board that if we were to monitor every departments mutual aid departments it would create almost forty different frequencies
- Chief Sacco advises Galen on how New Gloucester Fire Department handles these types of calls. He advised him that he has his department call over the radio or into to dispatch advising that they have been requested to respond.
- Chair brings up his concern with State Fire and a discussion of that frequency was had by the board. Board feels that maybe state fire needs to be beefed up on the CCRCC head. Director Holmes advises he will look into to maybe making some changes to see if we can add to the radio capabilities.

Agenda Item # 7 – Cape Elizabeth and Bridgton Meeting

- Director Holmes advises the board about the meeting that was had with Cape Elizabeth and Bridgton in regards to dispatch services. He advised board that both towns were given a tour.

Agenda Item # 8 CCRCC Public Safety Open House.

- Board was advised the Cumberland County Regional Communications Center would like to host a public safety day. It would include the agencies we dispatch for and their families.
- Discussion by the board: Board discussed making it a public function for everyone. In addition they would like to see the County have the Open House that they advised they were going to have.

Agenda Item # 9 Chebeague Island July 6th , 2007

- Update was given to the board on the progress of Chebeague Island. They are coming aboard at the CCRCC on July 6th, 2007 for dispatch services.
- In addition there was a discussion reference the Harbor Master being allowed to use the Sheriffs Office Frequency for police purposes which a letter has been drafted to be given to the Director.
- In addition John Joy advises that the Contract Deputy that will be out on the island will be a hand held Computer unit for use.

Agenda Item # 10

- Vice Chair Deb Plummer addresses the board with a concern and question about the City Watch Program.
 - She spoke about an incident that occurred on Patriots Day involving the CCRCC and the fact Casco was told that there issue did not meet the criteria for use.
 - Director Holmes advises that there was an issue with the internet on Patriots Day which caused the system to fail. In addition he was not aware of anyone from Casco being told that the road closure did not meet the criteria for use. He did explain that there were several notifications being attempted during that day. He advised the internet issue caused a delay in the page out.
- Gary Sacco made motion that the board adjourn
 - Motion was seconded by Ronald Shepard
 - Vote (U)

NEXT MEETING WILL BE AUGUST 13th, 2007 AT 1200 HOURS ON LONG ISLAND – PARTICULARS WILL BE SENT OUT TO THE MEMBERS AT A LATER DATE

