

CCRCC Board of Directors Meeting

07-12-10 (1700)

Attendance:

Chairman Bob Lefebvre
Vice –Chair Gary Sacco
Charlie Hammond
Alan Dolloff
John Joy
Dave Libby
Holly Hancock
Dick Clarke
Ron Shepard
Bill Holmes
Don Goulet
Chad Arris

Agenda:

- 1) Approval 05-10-10 meeting minutes. Moved for approval, seconded and passed unanimously.
- 2) Mayday policy. Discussion to review each of the four proposed or current department Mayday policies to blend them into one for use by the CCRCC. Chief Sacco suggested that we could invite other outside agencies to participate as well. Board members felt that we should finalize our draft policy and then introduce it to other mutual aid agencies for consideration. Board members scheduled a meeting of all member fire chiefs for 08-12-10 @ 1800 at the Windham Fire department Rt 202 in Windham. Members suggested that a second meeting would be held at the new Gloucester Fire Department.
- 3) CCRCC 2011 Budget recommendation. Bill Holmes introduced the CCRCC 2011 budget recommendation to the board. Bill explained that the total budget represents an 87% increase, however further explained that the vast majority of the budget increase is due to the boards request that the enterprise fund (\$893,000) be placed into the general revenue budget of the CCRCC. Bill said that the other increase are due to:
 - A new management position which is needed and was recommended by Kimball & Associates.
 - \$50,000 in overtime and

- \$15,000 for the part time account

Bill explained that in any given year we have one or two employees that go out on extended FMLA causing the department to cover those hours with overtime and part time staff. Bill said that we do not budget for those occasions and each year go over those two budget lines. Bill also said that the County Finance Director, Vic Lebreque, estimates that the CCRCC should begin the year with \$125,000 in the overtime account to provide for staff relief for Holidays, Vacations, Personal days, Sick days and training.

The board members discussed whether the new position should be a management position or a union position. Members said that if the job description requires the staff member to conduct quality assurance, discipline and works confidentially with the director than the position should be management. Board members supported the position being a management position. In recognition of Bill's vision to have the staff member fill in on occasion for a sick day event, the board members suggested that the union "sign off" to approve the new management position filling shifts as needed. Bill was also instructed to write a job description for the new position. Moved for approval, seconded and approved unanimously.

4) Update on Microwave radio project. Bill explained the project status and said that it is probable that we will transfer to the County Law frequency for 2-3 weeks of live testing starting Thursday, July 15, 2010. Several member expressed concern that the current CCSO frequency is not achieving the results promised / expected. Bill explained that there are several conditions present that lead to the current status.

- It has been discovered that the current CCSO frequency has more interference than the other two new frequencies.
- That officers need to ensure that they speak directly into the microphone with the new equipment and the new narrow banded frequencies.
- That we were guaranteed 95% portable coverage and could be at 92%. Bill said that the County is planning two upgrades that will improve on the 92%. One is the installation of a Crystal Filter on the Back Bay Tower site in Portland and the second is an additional receiver at a future New Gloucester site. Bill said that from all he has been told, these two additions will bring the current CCSO frequency up to 95%. He also said that based on all information he has been provided by the radio experts, even in its current condition, the County has, by far, the best radio system in the State of Maine.

Board members expressed concern that all 3 frequencies have not been tested. Bill explained that he was told by the experts early on that testing one frequency is like testing all 3 due to the fact that they are all built on the same system and same infrastructure. The board members asked that before we "sign off" on the project that County Fire and County Law frequencies receive some grid testing as well.

5) August Board meeting. The August Board meeting will be held on Long Island on August 16, 2010. All members are invited to attend, bring a guest and enjoy a nice day on Long Island. Please let Bill know ASAP whether you will attend as Chief Dick Clarke will need a head county for lunch and Bill will need to know how many ferry tickets to order.

- We will catch the 1000 boat to the Island (meeting at the pier at 0930)
- We will catch the 1415 boat back to Portland.

Motion to adjourn made, seconded and approved unanimously.