

SUMMIT COUNTY
System Administrative Committee
October 28, 2010

PRIMARYS

| | |
|-----------------|------------------------------|
| Kevin Read | City of Akron |
| David Gatie | Tallmadge Fire Department |
| Michael Szabo | System Administrator |
| Perry Surgeon | New Franklin Fire Department |
| Joe Tulak | Akron Board of Education |
| David Calderone | Coventry Fire Department |
| Glenn Goodrich | Fairlawn Fire Department |
| Tim Morgan | Twinsburg Fire Department |
| Don Adams | Mogadore Fire Department |

ALTERNATES

| | |
|-----------------|--------------------------------|
| Rob Ross | Akron Fire Department |
| Michael McNeely | Bath Police Department |
| Michael Benson | Copley Fire Department |
| Doug Cincurak | Green Fire Department |
| Lou Dirker | Stow Police Department |
| Don Zesiger | Tallmadge Police Department |
| Sharon McMurray | Summit County Sheriff's Office |

GUESTS

| | |
|-----------------|-------------------------------|
| Barbara Buckner | Summit County EMA |
| Kathi Russ | Motorola |
| Leland Matheny | New Franklin |
| Kent Bulgrin | Cuyahoga Falls |
| Mike Prebonick | Akron Police Department |
| Dave Reichelt | City of Stow, L-Tronics, Inc. |

The meeting of the System Administrative Committee was called to order by Chairperson Calderone on Thursday, October 28, 2010, in the Fifth Floor Conference Room of the Akron CitiCenter Building, 146 South High Street, Akron, OH 44308.

APPROVAL OF MINUTES

Chairperson Calderone reviewed the minutes from the September 30, 2010 System Administrative Committee meeting.

Chief Adams made a motion to approve the September 30, 2010 minutes; Chief Gatie seconded the motion. The motion passed unanimously by voice vote.

CORRESPONDENCE

Chairperson Calderone stated he had no items at this time.

SYSTEM ADMINISTRATOR'S REPORT

Mr. Szabo asked if everyone received a copy of the Emergency Button Report via email and if there were any questions or comments. No remarks were presented.

Mr. Szabo reminded Committee members that the WENS System would be used for notification purposes in the event of any system outages. To date, 56 individuals have signed up and all of the Dispatch Center's pagers have been rolled into the WENS Notification System. Mr. Szabo asked that Committee members notify him if they experience any problems with the WENS Notification System.

The scheduled maintenance for Monday, October 11, 2010, went well as planned. The system was down for about two hours and now it is 100% operational.

Mr. Szabo stated the Twinsburg Project continues to move forward. GPD Design Group has been selected as the design architect for the tower and the facility in general and this will soon be going to County Council for final approval.

Mr. Szabo stated that there is grant money available to develop a good Training & Operational Manual. The goal is to have this manual completed by the end of the year and distributed to the user community. This manual will be very detailed outlining the technical aspects of the system as well as the operations of the radio and various systems it can interact with.

USAGE UPDATES

Mr. Szabo informed Committee members that Metro RTA installations are beginning the first week of November.

Twinsburg Fire's radios are being programmed for operation on the system.

Mr. Szabo commented that there is some headway with American Medical Response. So far, their response is positive and Mr. Szabo is expecting additional conversation with their National Communications Manager within the next few weeks.

Mr. Szabo stated Twinsburg Township is interested in adding some additional radios to our system in their Service Department. A future meeting will be set up with the City of Reminderville.

Mr. Szabo informed Committee members that a meeting is scheduled for the afternoon with Motorola to discuss migrating to P25 in the future. He also reminded Committee members that at the next month's SAC Meeting, Motorola will be doing a presentation on Broadband Solutions for County users.

COMMITTEE REPORTS

WORKING GROUP

Mr. Gatie stated that the Working Group met and reviewed everything that has been done since 2007 until present in an effort to formulate Goals and Objectives for 2011.

Mr. Gatie then distributed a handout entitled, "2011 SCA8RRS Goals and Objectives" to Committee members for their review. The handout outlined the top five (5) goals in the order of priority as follows:

- 1) Establish a Funding Group
- 2) Develop and maintain SCA8RRS Operating Manual
- 3) Appoint SCA8RRS technical and operational representatives to the State Interoperability Executive Committee (SIEC)
- 4) Establish a technology committee to explore technology and equipment options, including features and options that are, or could be, possible.
- 5) Provide Training

Chairperson Calderone requested Ms. Buckner to send these Goals & Objectives to all SAC Committee members so that they can review them and be prepared to discuss in greater detail at the November meeting. Chairperson Calderone stated that the December meeting will be an actual adoption of these Goals and Objectives for 2011.

Mr. Gatie stated that initially they had 15 items, which were narrowed down to what they considered to be the five (5) most important issues.

Chairperson Calderone asked Committee members for any questions or comments regarding these objectives. No remarks were made at this time.

HSR5IAC REPORT

Chairperson Calderone stated that Region 5 has been tasked as a subcommittee through the State Interoperability Executive Committee to facilitate and encourage regional level operational and system Interoperability expansion.

Chairperson Calderone stated that the EMEC (Emergency Management Executive Committee) has appointed Ms. Sharon McMurray as the Chairperson and Chief Calderone is the Alternate for this Interoperability Committee.

STATEWIDE INTEROPERABILITY EXECUTIVE COMMITTEE (SIEC)

Ms. McMurray stated that at the last meeting they discussed the tactical interoperability plans to be submitted to the State for ultimate approval by the Feds. Ms. McMurray stated that this is a 37-page document, with Appendixes, to be filled out by the various agencies for equipment used for interoperability.

Ms. McMurray stated it was decided to start out on a county level, then upgrade to a regional level by combining the plans. Therefore, one Appendix will be considered at a time.

Ms. McMurray stated that Mr. D. Anderson from the State also came to the meeting and clarified the Goal II objectives for the State's Interoperability Plans and reviewed some of the qualifications for exercises to be evaluated.

Chairperson Calderone commented that Ms. McMurray is not only the Chairperson for Region 5 but will also become the voting member for the SIEC. The SIEC meets in Columbus at the EOC on November 10th. At that time, Chairperson Calderone will make his final report.

Chairperson Calderone advised Committee members that the state is involved in revising their TICP's as part of their SCIP (State Communications Interoperability Plan). Also, they are finishing out the COML and expanding to COMT. This week in Columbus will be the first State of Ohio COMT (Communication Technician) class. Chairperson Calderone made a proposal that the focus of the COMT's should be to get them associated with approximately 16 communication units in the State. The overall objective is to manage and enhance communications by making equipment more user friendly on a regional basis.

Chairperson Calderone informed Committee members that there will be a four-day All Hazard COML Course on November 16 – 19, 2010, in Cuyahoga County. He encouraged those who meet the prerequisites to enroll in this course.

OLD BUSINESS

COPLEY/BATH/FAIRLAWN/NORTON RADIO TOWER PROJECT

Chief Benson stated that today a meeting is scheduled to approve and sign the final contract with Motorola. They will also meet today as to what they need to do for templates. They are also working on a process for a draft on how to do the change orders within the four communities.

BYLAWS COMMITTEE UPDATE

Chief Calderone stated Chief Goodrich and himself volunteered to be on the committee. However, this is not enough representation to vote changes; therefore, he had to change the strategy.

Chief Calderone then distributed a document that outlined four Bylaw Changes Concepts, with Rationale, for Committee members to review and be prepared to discuss in greater detail at the next SAC meeting.

The four (4) Bylaw Changes Concepts are as follows:

- 1) Re-Organization of SAC
- 2) Establish a SCA8RRS Board of Directors
- 3) Eliminate the secretary position in the current bylaws and continue the current practice of having SCEMA provide a recorder.
- 4) Recognize the Working Group as a standing committee and establish its minimum membership

Chief Calderone stated he would like to resolve these issues by the December SAC meeting.

Chief Goodrich commented that without the participation and support of the Executive Committee and Owners, all efforts will be futile. Chief Goodrich stressed the importance of a planning committee in order to get key players involved so that needed changes and funds are made available to implement changes. If this is not done, SAC discussions will continue without any results.

Ms. Russ with Motorola related an incident involving Portage County when they went off the air because one of their sites went down. Ms. Russ stated that within 24 hours, 50 units were FedEx to them and they met on site with MARC's. MARC programmed all of the radios and got them operational very quickly.

As a result, Motorola received compliments on how well the system worked and how much they loved the 800 MHz System. They are now pursuing full funding to equip their department with MARC radios. Ms. Russ stated this is a big step for them to move in the direction of interoperability. To upgrade to an 800 MHz System will be approximately \$600,000 expenditure.

OWNER'S REPORT

There was nothing to report at this time.

GOOD OF THE ORDER

Chief Calderone advised Committee members of a new video that is out from the IAFC (International Association of Fire Chiefs) entitled, "Loud & Clear". Chief Calderone stated every firefighter and police officer should review this video. He has requested that Mr. Szabo forward a copy of this video to each SAC member. This video emphasizes the importance of proper use of radios.

Chief Calderone reminded Committee members of the 30-minute presentation by Motorola on Broadband at the next SAC meeting on November 18, 2010.

Chief Calderone made Committee members aware of the dissension taking place in Butler County regarding their system, as to who pays for it or owns it, which he felt may be of interest to SAC members, especially since SAC is in the process of reviewing their current bylaws.

NEXT MEETING

Chairperson Calderone stated the next meeting is scheduled for **Thursday, November 18, 2010, at 9:00 a.m., at the Fifth Floor Conference Room of the Akron CitiCenter Building, 146 South High Street, Akron, OH 44308.**

ADJOURNMENT

The meeting was adjourned by Chairperson Calderone.

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| Community | SAC Representatives Primary | Alternate |
|---------------------|--|-------------------------|
| City of Akron | Kevin Read | Robert Ross |
| County of Summit | Lori Pesci | Sharon McMurray |
| Munroe Falls | Jim Bowery | No Alternate Identified |
| Mogadore | Don Adams | Michael Rick |
| Tallmadge | Dave Gatie | Don Zesiger |
| Twinsburg | Timothy Morgan | No Alternate Identified |
| Lakemore | C Bittner | Dave Carter |
| Akron Board of Ed | Joe Tulak | Robert Boxler |
| Coventry | David Calderone | John Dolensky |
| Norton | Mike Schultz | Michelle Toris |
| Airport | Todd Laps | Barry Irwin |
| Springfield | Victor Wincik | John Smith |
| New Franklin | Perry Surgeon | Dan Davidson |
| Green | Bob Calderone | Doug Cincurak |
| Peninsula | Daniel Renz | Tim Baker |
| Valley Fire | Charlie Reidel | Tim Baker |
| Humane Society | Tim Harland | No Alternate Identified |
| Fairlawn | Glenn Goodrich | Dave Mason |
| Bath | Bill Snow | Mike McNeely |
| Stow | Paul Amonett | Lou Dirker |
| Copley | Jim Rogers | Michael Benson |
| Clinton | Brent Frey | John Yohee |
| Silver Lake | Carl Harrison | Gary DeMoss |
| Metro Parks | Doug Sheppard | No Alternate Identified |
| Cuyahoga Falls | Paul Moledor | Ken Starcher |
| Barberton | Kim Baldwin | Bill Pfeiffer |
| University of Akron | Doug Stevenson | Paul Callahan |
| Richfield Village | Timothy Baker | No Alternate Identified |

/blb

cc: File