

Westcomm Operations Advisory Committee Meeting

April 1, 2024

East Longmeadow Fire Department

150 Somers Road, East Longmeadow MA 01028

In attendance:

Deputy Director Khristy Lord, Westcomm
Executive Director Erin Hastings, Westcomm
Lieutenant Nicholas Gasperini, Monson Police
Chief Stephen Kozloski, Monson Police
Chief Brian Harris, Monson Fire
Chief Paul Morrissette, East Longmeadow Fire
Chief Dan Stamborski, Chicopee Fire
Chief Robert Stocks, Longmeadow Police
Deputy Chief Chris Beecher, East Longmeadow Fire
Chief Mark Williams, East Longmeadow Police
Shelly Bouchard, Massachusetts EOPSS Data Analyst
Director Ryan Quimby, East Longmeadow IT
Deputy Chief John Rigney, Longmeadow Fire
Chief John Dearborn, Longmeadow Fire
Deputy Chief Jeremy Boulrice, Ware Fire
Captain Holly Cote, Chicopee Police
Administrative Clerk Lori Hebert, East Longmeadow Police

1. Meeting called to order at 1:05PM. Roll call: Present were Chief Stephen Kozloski, Lieutenant Nicholas Gasperini, Chief Brian Harris, Chief Paul Morrissette, Chief Dan Stamborski, Chief Robert Stocks, Deputy Chief Chris Beecher, Chief Mark Williams, Deputy Chief John Rigney, Chief John Dearborn, Deputy Chief Jeremy Boulrice, Captain Holly Cote, guests in attendance – EAL IT Director Ryan Quimby, Shelly Bouchard, Data Analyst, Massachusetts EOPSS.
2. Chief Kozloski made a motion to approve February 5, 2024 Westcomm Operations Committee meeting minutes. Chief Williams approved the

- motion, Chief Harris seconded, all in favor (except Chief Morrissette, who was not present for the 2/5/24 meeting), motion passed.
3. Review the roles of the Operations Committee per the District Agreement.
 - a. The agreement was reviewed outlining the Operations Committee responsibilities. The discussion was had whether the Ops Committee should provide to the Board of Directors just a copy of the meeting minutes, or do we take formal motion to advise the Board of recommendations in addition to the meeting minutes. Chief Kozloski made the motion to “prepare motions”, in addition to the minutes. Chief Williams approved motion, Chief Stamborski seconded, all in favor, motion passed.
 4. Guest Data Analyst from Massachusetts EOPSS, Shelly Bouchard, spoke about her developing role at EOPSS. She discussed cross tracking and data sharing between agencies. Live scan is not ready on the State side as of yet. The discussion was had about Hexagon rolling out in May, 2025. Shelly reported that SMRECC is transitioning at this time, from IMC to Hexagon, in three phases.
 5. Directors Updates:
 - a. Executive Director Hastings brought up the subject of Ride Along’s and that she has not heard back from Longmeadow Police and Fire, and Chicopee Police.
 - b. No updates on the new building since ground breaking. Still set to be completed by May, 2025.
 6. Radio System Discussion & Updates
 - a. The current radio vendor contract with Horizon Technologies is up in July, 2024. The subject was broached of seeking other bids. Executive Director Hastings notes that the buildout for Ware is about 90 days out, and the Sheriff’s about 120 days out.
 - b. Chief Williams expressed dissatisfaction with the current vendor. Chief Kozloski stated that currently, Site 1 is licensed to Horizon (? ethical issue) and that Site 2 is licensed to Westcomm.
 - c. The discussion was had that the big problem seems to be communication between the vendor (Horizon) Westcomm, and the Chiefs regarding radio issues and servicing. Chief Dearborn suggested developing a communication protocol for radio issues.

- d. Chief Stocks asked about the possibility of leasing as opposed to owning equipment.
 - e. A motion was made to make a recommendation to the Board of Directors to open up discussion regarding a new radio vendor; looking closely at costs, proximity, expertise and timely response times. All in favor, motion passed.
 - f. Westcomm support ticket workflow discussion: Executive Director Hastings will have her IT Department draw up something for procedures in this matter.
 - g. A channel assignment template was prepared by IT and was passed out to the committee members. Chief Kozloski expressed concern regarding HCSD having their own talk group and that the town cannot listen or know when they are in our towns. Chief Williams made a motion to add Fire channel to PD to scan, as well as HCSD and WMLEC2. Chief Kozloski seconded, motion passed.
 - h. Radio programming authorization. Chief Morrissette opened the discussion with the question of whether we want anyone else besides Horizon and Nate at the local level to have authorization. Chief Kozloski made a motion to get additional keys for the radio template, Chief Williams seconded, one opposed, motion passed.
7. CAD Discussion & Updates: Executive Director Hastings states that kick off for Hexagon is to begin in the next three weeks.
 8. DRC Updates: Pending updates regarding radio communication for Fire and also Police response to medicals.
 9. Old Business: Chief Morrissette went over the updates to the release of incident audio recordings. A motion was made to change the response time to 72 hours from time of request (from 24 hours) and to accept as written with this exception. Chief Williams seconded the motion, motion passed.
 10. IT MOU: A motion to re-suggest IT Agency responsibilities will be brought up at the next Westcomm IT Committee meeting.
 11. A discussion was had to change the timing of the Westcomm Operations Committee meetings to the second Monday of each month. All in favor.
 12. Next meeting date: May 13, 2024 @1:00PM at Chicopee Police Department.
 13. Meeting adjourned at 3:05PM.