

Westcomm Board of Directors
Meeting 02/27/19
Chicopee Public Safety Training Room

- Stephen crane called to order the meeting at 1:08 PM
- Motion to approve minutes made by John Beaulieu seconded by Stephen crane-motion passed 1:09 PM
- Motion to apply for the development grant FY 20 and give S Crane authority to approve it before being sent to State 9-1-1. motion made by John Beaulieu seconded by S. Crane passed at 1:10 PM
- Discussion of delay of FY20 grant application deadline and deciding when the staffing and equipment should roll out. Also goal of target date October 1, 2019 for opening of Westcomm.
- S. Crane ask Christine Wingfield for specifics on what is needed to open in detail, it was identified that it is 2 weeks until Executive director Erin Hastings will begin work for WestComm.
- Mike Gardner asked about state 9-1-1 funding for staff within 30 days of transition support Grant is eligible and October after Westcomm would open Based in Christine Wingfield's advice.
- Discussion about training dispatchers and that that development grant does not cover their training opportunity to have officer stay for 2 to 4 weeks to cover the opening of WestCOMM while the new hire dispatchers are trained.
- Chad asked for clarification" in the name of WestComm, Chicopee or Longmeadow it was determined that FY 2018 PO's need to be in the name of Longmeadow and FY2019/ FY 2020 PO We need to be in the name of WestComm
- 1:25 PM Stephen crane asked for discussion of FY 20 grant there was no other discussion made a motion to approve the FY 20 draft motion passed
- Chad advised of the first PO by West COM of tri-Tech. He then discussed integration partners quote and the networking equipment Denise advised some items are not reimbursable such as Viper and antivirus. Chad will be sending clarification to Karen Robotille to determine reimbursables
- Stephen crane suggested purchasing the nuts and bolts and others can be phased in with next grants Denise and Chad discussed the PO for the equipment and special pricing ends 03/01/19. it was determined that this PO would be cut in order to get the special pricing.
- Mike Gardner advice to ensure all items we purchase go along with recommendation of horizon.

-Christine Wingfield asked questions about emails for integration partners she advise of the emails had indicated that everything was all set. Chad clarified that the emails and re-reviewed his compliance concerns as relates to the quote, and Reimbursable items.

-Mike Gardner discussed FY 20 in the recap of FY 18 and FY19 expenditures in detail he Requested any and all information to ensure a summary of all items purchased thus far.

-S. crane explained he has a spreadsheet of all the expenditures and he would forward them to Mike Gardner for review

-Operations meeting next week with chief Dearborn was set up

-Horizon sent out 12 very technical questions to Chicopee/Longmeadow Mike Gardner requested all questions being answered for the next operational meeting

-Denise discussed the specifics of the horizon questions as relates to IT. She discussed how public safety network runs the radio. Denise and Nick discussed microwave and horizons report which prefers microwave over 100 MB bandwidth.

-Christine Winfield advised about discussions of horizons and the entire overview.

-Request was made for Erin Hastings to attend the next operational meeting if possible, Erin Hastings starts work March 18.

-The security Component of the grant and how it will work with the Longmeadow/ Chicopee physical buildings was Discussed.

-Discussion of six consoles and one extra bringing it to seven for a supervisor would be needed but tabled and will be further discussed in the operations meeting.

219 pm Motion to adjourn by S. Crane-motion passed