

**WESTCOMM Board of Directors Meeting
Chicopee Public Safety Complex
Training Room
110 Church St, Chicopee
November 5, 2019**

In Attendance:

John Beaulieu, Chief of Staff, Chicopee
Paul Pasterczyk, Treasurer, WESTCOMM
Erin Hastings, Executive Director, WESTCOMM
John Dearborn, Chief, Longmeadow Fire
Marie Angelides, Longmeadow Select Board
Andrew Vernon, Chicopee IT
William Jebb, Chief, Chicopee Police
John Stankiewicz, Chief, Longmeadow Police
Robert Stocks, Longmeadow Police
Gary Fontaine, Longmeadow Police
Jay Parker, WESTCOMM
JoAnn Kupiec, WESTCOMM

1. Meeting was called to order at 10:04 a.m. by Chair John Dearborn
2. Draft agenda was approved.
3. WESTCOMM's current Status: Discussion on microwave being worked on, Network connection expected on Wednesday November 6, 2019. IMC integration being pushed from November 6th to November 18th Captain Fontaine has concerns about re-doing security rites on Longmeadow side.

Staffing – Final offers sent. Staffing is full after background check is complete. 3 – Per Diem, 24 Dispatchers. Longmeadow employees to refill out Health Insurance Information. Certification to be given to WESTCOMM by Longmeadow.

9 Employees still need EMD Certification, there are 15 seats open for a class being held in Worcester.

APCO – trying to schedule online classes in PST-1.

4. Grants - \$1.6 Award letter given with an effective date of 10/25/2019.

EMD grant resubmitted to include total amount. It is being retyped and submitted by 12/2/19 to be approved.

Training Grant for \$35,500 has not been signed.

5. Benchmarks and goals: Staffing is complete. The network will be up and running on 11/6/19, with IMC integrated on 11/18/19. Radios should be connected by 11/6.

Funding: Costs for communities to join, Administrative funding, Community participating costs.

Frank volunteered to be backup for Jay.

Written protocol needs to be in place.

Organizational chart commitment.

6. Discussion December 2 opening date: Apply for Grant Tech Connection. Cost to other communities, State 911 should supply liaison, as there is a huge disconnect. If successful with network connection this week, we are looking a tentative ribbon cutting for December 10, 11, or 12.

7. New Business: It was suggested Chad receive a purchase and procurement stipend, and that in the future someone in WESTCOM should become MCPPO certified.

Chicopee's full year assessment is on the City Council agenda, for vote, at the November 18 meeting.

The FY 21 Budget should be started and worked on in the near future.

8. Next meeting scheduled for Tuesday November 12th at 1:00 pm
9. Meeting adjourned at 10:55 am