

**WESTCOMM Board of Directors Meeting
Chicopee Public Safety Complex
Training Room
110 Church St, Chicopee
December 12, 2019**

In Attendance:

John Beaulieu, Chief of Staff, Chicopee
Paul Pasterczyk, Treasurer, WESTCOMM
Erin Hastings, Executive Director, WESTCOMM
John Dearborn, Chief, Longmeadow Fire
Jay Macsata, Longmeadow Fire
William Jebb, Chief, Chicopee Police
Jay Parker, WESTCOMM
JoAnn Kupiec, WESTCOMM
John Stankiewicz, Chief, Longmeadow Police
Gary Fontaine, Longmeadow Police
Lyn Simmons, Town Manager, Longmeadow
Holly Davis, Chicopee Police

1. Meeting called to order 1:03 P.M.
2. Draft agenda was modified from “approve minutes from 11/05”, to “approve minutes from 11/12 meeting”.
3. Minutes from meeting 11/12 approved unanimously.
4. WESTCOMM open and cut over, Longmeadow 911 will shut down Tuesday December 16, 2019.

WESTCOMM is short on staff, there is still an officer in the dispatch room. Staff is heavy in the Evenings, short on days, will start a swing shift from 11-7.

20 out of 24 staff has been hired, currently there are 2 in process, leaving 2 to still be hired. There are also 2 PT per diem employees in process

Longmeadow experienced a seamless rollover, both the primary and back up are currently running. Longmeadow’s cameras are on a small monitor but the cameras are working.

Chief Stamborski is in need of a camera mounted on the front door. Phones are plugged in and registered. TPX needs to cut over 1 phone line at a time, will give 4 digit extension to Longmeadow.

Router can run plates in mobiles, not in stations (Longmeadow). New system cutting over will fix this, as of this date there is no time line for that cut over.

5. Nick Jorge suggested an MOU with each district in the case of a virus.

Segments of network need to be addressed in the MOU, currently other Regional dispatch centers are up and running without MOU's. Board stressed the importance of WESTCOMM having an MOU, as the risk increases with more variables.

6. Ribbon cutting ceremony has been scheduled for December 20, 2019 at 9:00 A.M. Invitations sent from the Mayor's office to Lt. Governor, the Delegations, Congressmen Neal, Elected Officials, State 911 People, State Reps.

Longmeadow will come out to WESTCOMM before the December 20th ribbon cutting to give a walkthrough to the Longmeadow Select Board. The Town Manager will do a follow up.

Pastry and refreshments will be provided for the ribbon cutting. John Beaulieu will run the agenda with Chief Dearborn. Expected speakers are Mayor Kos, Longmeadow Town Manager Lyn Simmons, Lt. Governor, Frank, Joe and Eric Lesser.

7. New Business – The FY 21 Budget process need to be started. Longmeadow needs assessment to start the process.

Space is currently limited at the present location. State 911 is looking to add a Building Purchase line to the grant.

8. Next meeting is Scheduled for December 20, 2019, Ribbon cutting ceremony.

9. Meeting adjourned 1:40 P.M.

