

**CENTRAL EMERGENCY DISPATCH COMMISSION
TRUMBULL TOWN HALL
LONG HILL CONFERENCE ROOM
MONDAY, SEPTEMBER 17, 2012
5:30 P.M.**

MINUTES

Members present: Kevin Mulligan, Chairman; Glenn Byrnes, Deputy Chief of Police; Barbara Crandall, Director TEMS; Michael DelVecchio, Director of Operations TEMS; Dave Bogen, CEDC Commission Member/LH Fire and District Representative; Douglas Doyle, CEDC Commission Member/Nichols Fire District Member and Alex Rauso, Fire Marshal's Office.

Members absent:

Others present: Dan Nelson, Chief of Staff, Joseph Rodriguez, TEMS Commissioner and Vi Watson, TEMS Commissioner.

Kevin Mulligan requested the commission to take of moment of silence in honor Brian Casey, Clerk of the Works.

Dave Bogen read the minutes from the previous meeting of July 16, 2012.

MOTION MADE by Michael DelVecchio and seconded by Doug Doyle to accept the minutes as read. Motion carried unanimously.

3. No Public Comment.

4. No Special Committees Reports.

5. Kevin Mulligan read the following correspondence:

- Minutes from TRDC for May 21, 2012. See attached.
- Statistics for June 2012. See attached.

5.0 Unfinished business

5.6 TEMS move to CMED status report.

Michael DeVecchio stated that the transition date will be 10/15/2012 due to equipment and training issues.

Glenn Byrnes stated the following:

- all calls come through the P.D.
- Decisions regarding medical call comes from CMED
- RDC will be notified if it is a fire call
- No simultaneous pick-up
- RDC will have data screens and functionality

Discussion continued.

Kevin Mulligan asked if there was a cost increase?

Michael DeVecchio stated that there was no cost increase and were getting incredible technology for this price.

Glenn Byrnes stated that this was the quickest and most efficient way to manage the calls, no calls would be lost, all dispatchers are being trained, etc.

Doug Doyle stated that the loss of simultaneous pick-up is crucial to the fire service, specifically, why it can't be a simple extension pick-up and he would like to hear from those who have this information. He also stated that the fire service can't lose service after 25 years, however, he did not want to hinder the CMED transfer. He also stated that he would like to have special experts at the next meeting or meet them at the P.D.

Glenn Byrnes stated that the transfer of calls would be within seconds.

Kevin Mulligan stated that he would like a technical explanation from the technical personnel.

Discussion ensued.

Kevin Mulligan stated that he would like Mark or Pablo from AT & T to come in and share their knowledge.

Doug Doyle stated that he would like the fire chiefs to meet with the Chief of Police.

Michael DeVecchio stated that he gave John Butz a letter to give them information by September 23, 2012. He requested information from John Butz on what items are related to EMS and TRDC in terms of policies and procedures.

Alex Rauso stated that any changed to dispatch protocol goes through the 3 operations chiefs and the information is sent to the necessary people.

Kevin Mulligan asked Alex Rauso for the policies and procedures. Alex Rauso stated he will contact the 3 fire chiefs.

Discussion continued.

6.0 New Business

Kevin Mulligan stated that he would like to continue with the CEDC meetings. He also stated that we need to keep going for a couple of months and that all the services need to be brought into the same room for discussion.

MOTION MADE to adjourn by Alex Rauso and seconded by Doug Doyle.
Motion carried unanimously.

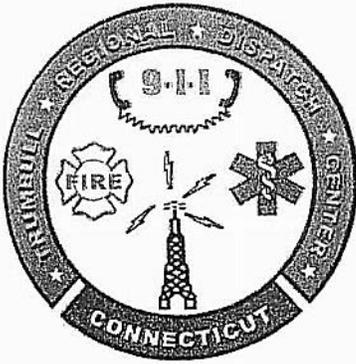
Meeting adjourned at 6:42 p.m.

Respectfully submitted by,



Christina L. Pereiro

Clerk



TRUMBULL REGIONAL DISPATCH CENTER, INC.
4 Daniels Farm Road
Suite 340
Trumbull, CT 06611
(203) 459-0159 • Fax: (203) 261-1901

July 20, 2012

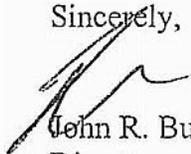
Mr. Kevin Mulligan
10 Oxen Hill Road
Trumbull, CT 06611

Kevin,

Enclosed please find a copy of the approved minutes for the TRDC meeting held on May 21, 2012 and the statistics for 2012 up to May 31, 2012. Please note there was no meeting held in April.

Call me if you should have any questions.

Sincerely,



John R. Butz
Director

Dist: m file
TRDC board
Pending file

TRUMBULL REGIONAL DISPATCH CENTER
BOARD OF DIRECTORS MEETING
MAY 21, 2012

Attending: Doug Bogen
John Butz
Ron Butz
Diane Olsen
Chet Bond
Rick Peracio

Absent: Paul Ruskay

Doug called the meeting to order at 19:38 hours.

SECRETARY REPORT

- There was no quorum in April, therefore there were no minutes to approve.
- Ron made a motion to accept the March minutes as amended, seconded by Doug. Approved.

TREASURER'S REPORT

- Rick made a motion to accept the March treasurer's report dated 3/31/12, seconded by Chet. Approved.
- Ron made a motion to accept the April treasurer's report dated 4/30/12, seconded by Doug. Approved.
- The Board members reviewed and signed all invoices that were paid in January and February.
- Chet made a motion to pay the March and April bills, seconded by Doug. Approved.

OLD BUSINESS

- John received confirmation that Kevin received copy of January TRDC minutes and all stats thru February 2012.
- P159 attended tele-communicator training.
- John still has not heard back from EMS regarding proposed EMD changes.
- John is still waiting to receive a copy of the stroke policy.
- John discussed the recent license work. John not sure which budget line should be charged.
- John has obtained information on the new UHF frequency he has been working on for Trumbull Center. He will release the frequency once he receives the license.
- The policies, procedures and guidelines review is completed.
- All is set with Kissel, Kneale and Tobin regarding Paul becoming the new TRDC chairman.
- Paul told John the TC passed the 2-12/2013 budget. John will make up bills and send them out to all 3 districts.

- John received a bill from medical priority training because class enrollment was under 20 participants. However, John mentioned that we hosted the class, since then there has been no other bills received.
- John received receipt of our State filing.
- John received ADP tax report with Wayne's name on it John called ADP to make name change to Paul Ruskay.
- John called BEI regarding invoice for \$135. Had spoken with salesperson, not the account representative. The account rep cancelled the invoice.
- Nothing to report on 3rd radio position.
- John gave Paul all the info to set up e-file, not sure if Paul has set it up.
- John hasn't done anything with the new credit card.
- John attended a UASI meeting. Region 1 lost its UASI status.
- There was no organizational meeting held regarding the 700 system.
- All staff who recently attended the EMD class have passed test and all are now certified.
- Nichols District has switched to Spotted Dog, Long Hill is also in the process of switching.
- AFLAC representative came out to talk about the services they provide, had 2 new employees sign on. Payment will be made through payroll deductions.
- P151 handed in resignation and has already finished last shift.

NEW BUSINESS

- Doug Bogen handed in letter of resignation from the TRDC board. Ron suggested we review the by-laws to review any requirements to fill the position. Chet made a motion to table the resignation until all board members are present and we have had a chance to review charter, seconded by Ron. Approved.
- John participated in scout and government for a day. Had a scout at TRDC who became the Director for the morning. He had her perform some light duties at the center.
- John passed out monthly stats for March and April.
- John passed out current staff certification list for board members to review and sign.
- P153 is enrolled for June telecommunicator class.
- John purchased new wall clock, other one was there for 23 years and finally retired.
- John spoke about a OSET document regarding the PSAP consolidation. And its time line.
- P159 and P160 are both signed off and working scheduled shifts. John has someone interested in the vacant FT position.
- John went to the Fire Marshall's office to help out with reports and the Firehouse software. He is working closely with them to correct some issues and to propose some changes to the Fire Chiefs.
- John sought and received approval from the departments three Chiefs as it relates Firehouse changes at the Fire Marshal's office.

- John received the notice for the increase in health insurance and discussed it with the board.

Doug made a motion to adjourn the meeting at 22:10 hours, seconded by Chet.

Next meeting will be held on June 18, 2012 at Nichols Center Station 1.

