



# TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

*Proudly serving since 1950*

Dispatch: 860-875-2543 Executive Director: 860-872-2421 Finance Manager: 860-871-8684 Fax: 860-872-0382

Visit us at: [www.tollandcounty911.org](http://www.tollandcounty911.org)



## MINUTES

### Meeting of T.C.M.A.F.S March 19, 2014

The meeting was called to order by President David Eaton at 19:30

In accordance with county policy the group began with the Pledge of Allegiance.

Thanks to the Broad Brook Fire Department for their hospitality and sponsoring this month's meeting.

Attendance: Departments- 05, 07, 08, 10, 11, 13, 15, 20, 34, 38, 39, 41, 43, 44, 45, 46, 72, 543, 547.  
Municipal rep- Mansfield, Andover, Bolton, East Windsor, Vernon, Stafford, Somers.

Correspondence: None

C. Jordan made a motion to accept the minutes as written seconded by C. Dowling. Unanimously passed

Finance report: (J.Turner) See attached report

W. Fletcher made a motion to accept the Finance report as written seconded by D. Dagon. Unanimously passed

Executive Director's report: (T.Millix) See report

- The Communications truck is in Tolland and in service
- The dispatch furniture project is completed
- The website will be refurbished soon
- TN will do a training session if anyone is interested

E911: (T.Millix)

- Funding modification rumors, nothing moving forward yet.
- AT&T awarded the Nex-Gen 911 contract. 10 PSAPs have agreed to be test platforms to run side by side operation.

Legislative: (M.Varney- T.Millix)

- Several different bills were discussed that affect the fire service and EMS. All heads of departments should educate themselves to pending legislation and what effects it may have on the fire and EMS services.
- Testimony ongoing concerning bill regarding authority of fire chief at EMS incidents and ability of municipalities to change PSA licensing for EMS.

County Vice: (M.Gergler)

- M. Gergler was appointed to the auditing committee and the by-law committee.
- The Hall of Fame dinner is in two weeks. Tickets are available April 9 Aqua Turf Southington.
- After last county meeting 10 additional chief officer members were enrolled in the commission. Please note the difference between general membership (mostly line personnel) and Chief titles which must register separately.) See M.Gergler for details of additional information

Eastern Connecticut Fire School: No report

OEMS: (D.Bailey)

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- The new equipment list was posted. All ambulances and rescues need the equipment on the list in their rigs. Deadline 3/2015.
- Questions or complaints please see Dave Bailey your regional Coord.
- NEW Narcan use and guidelines drafted and accepted by doctors and commissioner. Training to follow and roll out not specified yet. Delivery mechanism will be nasal spray.
- 12 lead EKG transport and protocol being developed rural towns may find it useful.
- Windows XP no longer supported on the health dept Panasonic Tough Books. Update info should be coming soon.

County Coordinator: *(J.Turner)*

- There was one call out for an ice rescue that was cancelled en route.
- The old dive truck was sold.
- There was a drill this past weekend at Eagleville dam
- Working on recertification of equipment on the dive trailer
- County Coordinator encourages anyone, especially dep coordinators to visit drills to network with officers and crews.

Finance Committee report: *(M.Gergler)* No report

Personnel: *(D.Dagon)*

- There was a performance review on the IT Specialist. He was given an excellent review.
- The weekly hours for the IT Specialist were increased to 25 per week.
- Future review will likely be necessary as IT needs and demands are considerable.

Equipment and Grounds: *(J.Turner)*

- The dispatch room is finished
- The U P S will be updated soon
- Spring clean-up will be done as soon as the snow is gone

Radio Committee: *(J.Fisher)*

- The new microwave system should be installed by early April
- Still working on the UCONN tower sight

TWCAA: *(W.Morrison)*

- There is a training skills class at Johnson Memorial Hospital. Recommended for all EMS personnel interested in honing their skills. Low pressure peer review and participation in multiple station EMS assessments.
- Watching the legislative calendar.

CL&P Task Force: *(W.Jordan)*

- Addressed a small training request from Bolton.
- No complaint issues.

New Members: *(D.Dagon-Chief Mansfield FD)*

- George Thompson III promoted to Ass't Chief Mansfield Fire EMS

Old Business: None

New Business: None

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New Equipment: Somers 3000 elliptic tanker to take delivery in November

Good and Welfare:

- There was a Crystal Lake firefighter that lost everything in a house fire. There is a benefit on April 5 in West Stafford. Tickets are available.
- Hi Rise class UCONN FD

W. Fletcher made a motion to adjourn at 20:13 seconded by C. Jordan.

Respectfully submitted,  
Donna Jellen, Recording Secretary

Revised and extended for approval,

  
Christopher Hammick  
Secretary  
TCMAFS

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Date of Meeting 3/19/2014 LOCATION: BROAD BROOK.

### CHIEF OF ORGANIZATION ATTENDANCE

(This attendance list is ONLY for Chiefs of service with voting rights or their authorized representatives voting on their behalf)

(Print or sign legibly)

05- COLUMBIA FD

Scott Hedden

07- MANSFIELD FD

David Wagon

08- SO.COVENTRY FD

KENNETH BOUTIN

10- HEBRON FD

DAN PHILIPS - ASST CHIEF

11- NO.COVENTRY FD

Ralph H. Elm

13- WILLINGTON NO.1

J. Mullis

15- ANDOVER FD

Ron Miller

20- ASHFORD FD

Wagon

34- BOLTON FD

Burns

38- WAREHOUSE POINT FD

[Signature]

39- BROAD BROOK FD

[Signature]

40- TOLLAND FD

[Signature]

41- VERNON FD

Willis Call

42- CRYSTAL LAKE FD

[Signature]

43- ELLINGTON FD

[Signature]

44- WEST STAFFORD FD

[Signature]

45- STAFFORDVILLE FD

[Signature]

(More on Back)

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Date: 3/19/2019

MEETING LOCATION: BROAD BROOK.

## MUNICIPAL REPRESENTATIVES ATTENDANCE

*(Print or sign legibly)*

COLUMBIA

*Michael B. C.*

MANSFIELD

COVENTRY

HEBRON

WILLINGTON

ANDOVER

*Art Dwyer*

ASHFORD

BOLTON

*Kay Walker*

EAST WINDSOR

*McBarnett*

TOLLAND

VERNON

*Josh Triller*

ELLINGTON

STAFFORD

*John W. Trimmer*

SOMERS

UNION

*W. J. [Signature]*

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## COUNTY MEETING ATTENDANCE

(Note: This sheet is for guests and non voting members. Municipal rep or alternate please sign the Municipal Rep Attendance sheet, Chief of Service or person voting on their behalf; please sign the Chief of Service Attendance Sheet)

Date: 3/19/2019

MEETING LOCATION: BROAD BROOK

| <u>NAME</u>                   | <u>DEPT</u>                | <u>RANK</u>                       |
|-------------------------------|----------------------------|-----------------------------------|
| <u>Q Hammick</u>              | <u>Vernon</u>              | <u>Secy TOWNS</u>                 |
| <u>Raymond Elgin</u>          | <u>Mansfield</u>           | <u>Past Chief</u>                 |
| <u>Tom Bergman</u>            | <u>Ashford</u>             | <u>D.C.</u>                       |
| <u>David Thayer</u>           | <u>Ashford</u>             | <u>As Chief</u>                   |
| <u>George Thompson III</u>    | <u>Town of Mansfield</u>   | <u>Asst Chief</u>                 |
| <u>William Jordan</u>         | <u>Mansfield</u>           | <u>Deputy Chief/operations</u>    |
| <u>John Asade</u>             | <u>TCAT</u>                |                                   |
| <u>Stuart Cobb</u>            | <u>Willington #1</u>       | <u>Asst. Chief</u>                |
| <u>FRANK FALCONER JR</u>      | <u>SOMERS FIRE</u>         | <u>DEPUTY CHIEF</u>               |
| <u>Koon Hung (Billy) Wong</u> | <u>CT FIRE POLICE BRON</u> | <u>Tolland County Coordinator</u> |
| <u>David Baile</u>            | <u>CT DPH/OEMS</u>         | <u>EMS Coordinator</u>            |
| <u>GARY FELDMAN</u>           | <u>ELLINGTON</u>           | <u>ASST. CHIEF</u>                |
| <u>Keith Allard</u>           | <u>Somers</u>              | <u>D.C.</u>                       |
| <u>Jack Poston</u>            | <u>Vernon</u>              | <u>Captain</u>                    |
| <u>Clint Math</u>             | <u>Vernon</u>              |                                   |

NAME

DEPT

RANK

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James Robinson

Vernon

Steve Epler

Town of Vernon

Asst Chief

Jean Gauthier

Vernon EMS

EMS Coord.

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**County Meeting Financial Report**

Month of: January & February 2014

19-Mar-14

**Municipal Operating Fund**

|           |                  |    |             |
|-----------|------------------|----|-------------|
| 1/1/2014  | starting balance | \$ | 64,596.20   |
|           | Debits           | \$ | (56,658.39) |
|           |                  | \$ | (17,613.68) |
|           | Deposits         | \$ | 32,453.52   |
|           |                  | \$ | 4,631.76    |
|           | Interest         | \$ | 1.31        |
|           |                  | \$ | 0.71        |
| 2/28/2014 | ending balance   | \$ | 27,411.43   |

**State Operating Fund**

|          |                  |    |             |
|----------|------------------|----|-------------|
| 1/1/2014 | starting balance | \$ | 27,270.07   |
|          | Debits           | \$ | (90,181.10) |
|          |                  | \$ | (73,913.26) |
|          | Deposits         | \$ | 124,325.34  |
|          |                  | \$ | 40,727.34   |
| 28-Feb   | ending balance   | \$ | 28,228.39   |

**FN Support Svcs. 6060**

|           |                  |    |           |
|-----------|------------------|----|-----------|
| 1/1/2014  | starting balance | \$ | 10,016.18 |
|           | Debits           | \$ | -         |
|           |                  | \$ | -         |
|           | Deposits         | \$ | -         |
|           |                  | \$ | -         |
|           | Interest         | \$ | 0.26      |
|           |                  | \$ | 0.23      |
| 2/28/2014 | ending balance   | \$ | 10,016.67 |

**RB Support Svcs.**

|           |                  |    |          |
|-----------|------------------|----|----------|
| 1/1/2014  | starting balance | \$ | 908.88   |
|           | Debits           | \$ | (283.00) |
|           |                  | \$ | -        |
|           | Deposits         | \$ | -        |
|           |                  | \$ | -        |
|           | Interest         | \$ | 0.04     |
|           |                  | \$ | 0.03     |
| 2/28/2014 | ending balance   | \$ | 625.95   |

|                 |                 |                    |
|-----------------|-----------------|--------------------|
| <b>SS Total</b> |                 | 28-Feb-14          |
| \$              | 10,016.67       | FN                 |
| \$              | 625.95          | RB                 |
| \$              | 7,292.00        | 8317               |
| \$              | 17,934.62       |                    |
| \$              | (8,000.00)      | Less encumbrances  |
| <b>\$</b>       | <b>9,934.62</b> | <b>SS Balance</b>  |
| \$              | 1,500.00        | Dive Team Donation |





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County Radio Committee Report March 19, 2014

Last Radio Committee Meeting held February 7.

We met with our vendor Dave Moffat from Tactical Communications to review the status of the new microwave system and also to review the specifications for the new Avtec Dispatch system.

Some of the microwave components have been delayed slipping the installation to late March or early April.

We further revised/clarified the specifications for the Avtec console which will require further meetings once the vendor and Avtec have chance to review the changes and present revised pricing.

We have had a couple of radio failures, primarily with the older 153.125 tone and voice paging radios. The failures were at the Union and Bald Hill Tolland sites. We are in the process of replacing these radios and currently have loaner radios in place.

We also lost the 33.48 radio, which has since been repaired.

We were informed that Daniels, who is the manufacturer of many of our new radios, will no longer manufacture or support the low band market. This does present significant issues for us as we have several of these new units in the field. We will be looking into future replacements which is a concern as many manufacturers have gone out of the low band market. Hopefully, because most of our Daniels radios are new, we will have time to prepare for the future. We do have some spares components to cover us for a while.

We are still working on the final details for the UConn tower site and hopefully we can have this in operation by early summer. We still have some details to be worked out yet and we are applying for a new UHF frequency for this site.

Our next regular Radio Committee meeting is scheduled for April 3, 2014.

Respectfully Submitted  
Jack Fisher, Chairman



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## **Executive Director's Report / Operations Director's Report March 18, 2014**

### **Monthly Activity Statistics**

2088 911 calls for the month resulting in 1470 actual dispatches

### **Employee Issues / Training / Lead Telecommunicator**

With the hiring of the Lead Telecommunicator, the QA Program is finally fully in place and based on the initial reviews we are performing to an acceptable standard on a consistent basis. In most cases the results have exceeded our initial expectations. Along with the QA Program, we will be scheduling a meeting with the Everbridge Representative to review additional enhancements so we can begin to build out the system for TN's use.

### **911 Commission / Regional Updates**

The group was informed by the DSET Staff that they were considering moving forward with some type of funding modification, although the staff declined to elaborate. We are closely monitoring this issue and will pursue an open dialogue with all interested parties.

### **Communications Truck**

The truck is now housed in Tolland as we originally planned. Mansfield was gracious enough to house it for a period of time until other apparatus could be moved to accommodate the truck in Tolland. The midnight staff will be routinely bringing the truck to TN to perform maintenance and equipment checks and we are in the process of scheduling training sessions for all COM-T and COM-L personnel within the County in an effort to maintain proficiency.

### **Dispatch Furniture**

The furniture project is complete and we will no longer report on this topic. With the exception of a few issues that we had to overcome, the installation went extremely well.

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## UConn Tower Site

J&S has taken the lead on coordinating this project for both TN & Mansfield. It was felt that dealing with one vendor for both projects would ensure a more easily managed venture. We are still evaluating our options at the site depending on available funding.

## State Technical Advisory Committee

Scott attended the last meeting and he will be the lead on issues relating to this group. He submitted and discussed two proposals we would like the Committee to consider funding.

- Replacement of the Union multi-channel low band radio along with a new 153.125 (for us and QV)
- A cross-band repeater package for the UConn site including antennas and installation as well as necessary hardware here at TN for control.

It appears that the intent is to meet on a regular basis now so hopefully we can begin to see some of the available funding make it out to TN.

## Website

We met with Imageworks regarding the website. After much discussion and in reviewing how the website was being used it was decided that monies be allocated to redesign the site to transform it into a more an informational / marketing oriented format. This modification will allow us internally to change content very easily based on the demands of the County. There will be a few dedicated sections as well in addition to the basic content. Minutes from past meetings will still be accessible and pertinent documents will be made available to the Chiefs behind a simple username and password. (EOP, Chief's list, State documents, ICS forms etc.)

## Other

- We will be hosting a visit by the Lieutenant Governor at the end of the month.
- We have had preliminary discussions with another IT vendor in an effort to solicit what other companies are in the market. They will provide a formal proposal for comparison purposes.

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- We continue to watch any dispatch related Proposed Bills this legislative session. We are in contact with Ted Schroll on a regular basis and we have been part of discussions with legislators as well as attended public hearings and committee meetings for bills relating to the fire service and dispatching.
- The yearly CMED designation letters were sent from DSET. An email was sent to all Fire Chiefs and Municipal Representatives urging them to designate TN as their CMED as they did last year. We are aware of phone calls being made by other centers trying to persuade towns to re-designate the money to another center.
- We are in the process of extracting the EMD Protocols from the Powerphone program so we can review them with the JMH Medical Director. Once this review and changes applied we will have the interface live.
- Staff will be attending FDIC in Indianapolis during the first week of April as well as the New World Conference.
- We have a few TN presentations scheduled as part of our desire to get to each department on a yearly basis. As a reminder to everyone, please take some time during your training plans to include us for a presentation. (TN operations, EOP, Communications Truck)
- We have had a few recent failures of the cell phone paging. This was due to servers within Fandotech and nothing to do with our equipment. Each time this has occurred it was corrected within 1 ½ -2 hours.
- All radio systems are functioning normally except for:
  - ✓ Union 153.125 has expired. We have a loaner in place from Tactical.
  - ✓ 33.48 receiver at Bald Hill failed and is now repaired.
  - ✓ 153.125 failed at Bald Hill in Tolland. Tolland FD assisting us with a loaner until we get a replacement.

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## IT topics / Report from Systems Administrator

- Run cards changes in progress for Hebron, Somers, and Mansfield – still lots of work left to do.
- As usual, programmed some more alpha pagers, add/deleted/changed cell phone paging users, and made minor mapping updates.
- A lot of time was spent getting the POCSAG (alpha pager) reader up and running and installing the client versions at each dispatch position.
- Still many projects pending based on available time.

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