

Joint Meeting of the
Administrative Advisory Board
Fire Advisory Board
Police Advisory Board

Wednesday July 31, 2019

North Shore Regional 911 Center
18 Manning Avenue
Middleton, MA 01949

Members Present: C. Kenneth Gray, Amesbury Mayor; Kenneth Berkenbush, Amesbury Fire Chief; Brendhan Zubricki, Essex Town Administrator; Chief Paul Francis, Essex Police Chief; Daniel Doucette, Essex Fire Chief; Andy Sheehan, Middleton Town Administrator; James DiGianvittorio, Middleton Police Chief; Thomas Martinuk, Middleton Fire Chief; Evan Haglund, Topsfield Police Chief; Jen Collins-Brown, Topsfield Fire Chief; Anthony Ansaldi, Wenham Town Administrator; Thomas Perkins, Wenham Police Chief; Stephen Kavanagh, Wenham Fire Chief; Frank Pozniak, Executive Director State 911; Norman Fournier, Deputy Executive Director State 911; Alyson Dell Isola, Director NSR911; and Christopher Ryan, Deputy Director NSR911.

Non-Members Present: Ryan Davis, Detective Essex Police Department; Gary Hayward, Captain, Topsfield Police Department; Kevin DiNapoli, Captain, Wenham Police Department; Jeffrey Baxter, Captain, Wenham Fire Department; Lee Delp, Operations Manager NSR911; Kerry A. Collins, Undersecretary Forensic Science and Technology, Executive Office of Public Safety and Security, Commonwealth of Massachusetts; Kevin Coppinger, Sheriff, and Dennis Newman, Chief of Staff, from the Sherriff Essex County Sheriff Department.

Call to Order

Called to order at 11AM by Frank Pozniak, Executive Director of State 911. Executive Director Pozniak assumed Chairperson responsibilities for the meeting as advisory committees needed to be elected at this meeting, after which he would no longer need to be the chairperson.

Public Comment

No Public Comment

Elections:

Police Advisory Board Chair:

MOTION: To nominate Thomas Perkins.

MOTION BY: So moved by Evan Haglund

SECONDED BY: Seconded by James DiGianvittorio

VOTE: All present voted in favor.

Police At-large member (1) for Executive Advisory Board:

MOTION: To nominate William Scholtz.

MOTION BY: So moved by James DiGianvittorio

SECONDED BY: Seconded by Evan Haglund
VOTE: All present voted in favor.

Fire Advisory Board Chair:

MOTION: To nominate Jenifer Collins-Brown.
MOTION BY: So moved by Daniel Doucette
SECONDED BY: Seconded by Ken Berkenbush
VOTE: All present voted in favor.

Fire At-large member (1) for Executive Advisory Board:

MOTION: To nominate Daniel Doucette.
MOTION BY: So moved by Jenifer Collins-Brown
SECONDED BY: Seconded by Ken Berkenbush
VOTE: All present voted in favor.

Administrative Advisory Board Chair:

MOTION: To nominate Brendhan Zubricki as Administrative Advisory Board Chair with the stipulation that a one-year transition plan is developed as Zubricki has held the position for 4 ½ years.
MOTION BY: So moved by C. Kenneth Gray
SECONDED BY: Seconded by Andrew Sheehan
VOTE: All present voted in favor.

Administrative Advisory Board At-large members (3) for the Executive Advisory Board:

MOTION: To nominate Andrew Sheehan, C. Kenneth Gray, and Anthony Ansaldi.
MOTION BY: So moved by C. Kenneth Gray
SECONDED BY: Seconded by Andrew Sheehan
VOTE: All present voted in favor.

Approval of Meeting Minutes:

The March 11, 2019 meeting minutes of the Joint Advisory Board of the Essex County Regional Emergency Communications Center were presented. No changes were recommended. The center is no longer in existence, replaced by the new NSR911 Center.

MOTION: To table approving ECRECC advisory board minutes.
MOTION BY: So moved by Evan Haglund
SECONDED BY: Seconded by Anthony Ansaldi
VOTE: All present voted in favor.

Other Items that could not be reasonably anticipated by the Chairman until after the meeting posting deadline:

Pozniak stated he anticipates the advisory boards will be kicking off their meetings in September. Discussions need to be held regarding radio shared frequencies. He recognized

that the Computer-Aided Dispatch (CAD) project had been taking up everyone's time, but there was a need to continue moving forward with discussions on shared radio frequencies and the ongoing CAD project. He stated the Chairperson would run the Boards going forward.

Chief Scholtz inquired if there had been any interest from other communities to join the NSR 911 Center since the switchover to IMC and the State 911 Department. Pozniak stated he had been contacted by one community, North Reading. Pozniak said he shared with North Reading that he wanted to get the center and CAD project up and running before entertaining the addition of any new communities. Brendhan Zubricki stated Manchester-By-The-Sea has continued to express interest to him. Brendhan Zubricki said he also told them the same information as Pozniak. Director Dell Isola stated there had been some unofficial interest shown by West Newbury. Pozniak stated that the Intermunicipal Agreement (IMA) includes consulting with the Advisory Board before accepting any new communities.

Chief DiGianvittorio stated he was having some issues with IMC on his older computers running Microsoft Windows 7, as Windows 10 was required. Some of the 25 computers at the Middleton Police Department are over ten years old. Brendhan Zubricki offered assistance with a workaround for Windows 10 to the Chief. Dell Isola stated she would work with Chief DiGianvittorio on a temporary solution.

Chief Perkins requested an update on the IMC Project. Director Dell Isola reported the NSR911 Center went live with IMC CAD on July 22, 2019. IMC is in its second week of on-site support. The support team has been visiting each agency. Deputy Director Ryan and Supervisor Jenna DiGianvittorio have been working with the individual agencies and IMC support; they continue to troubleshoot and fix any issues that arise. Zoll is scheduled to be working at the end of this week. Director Dell Isola stated she continues to work with State 911 and vendors, to update accounts to ensure contracts are in place and the IMC CAD data conversion is in place for FY20. Zoll, Idemia, Zetron continue to be worked on.

Director Dell Isola reported that discussions of the Mobile Data Terminals (MDTs) are ongoing. Research is continuing, and after the user group makes a recommendation the results will be presented to the State 911 Department.

Deputy Director Ryan acknowledged the next projected to be worked on is Zetron. He reported that the IMC crash reporting was working as of July 30, 2019, and this morning, SWISS reporting information from IMC was turned on - the data will now go directly into the Commonwealth's Fusion Center. Deputy Director Ryan announced that as of yesterday, the Spillman automatically generated press logs had been turned off. He stated there were still a few minor issues with the IMC press logs that he is working on.

Chief Martinuk asked how it was going with the NSR911 Center staff. Dell Isola stated overall, it is going well, and staff has reported that IMC is a more user-friendly CAD system. She thanked the agencies for working with the staff and asked each agency to continue to point out any issues so the issues can be addressed and remediated.

Brendhan Zubricki thanked the Sheriff for keeping the RECC going. He also thanked the State 911 Department and others for working hard to make it work and keep the 911 Center going.

Sheriff Coppinger stated he spoke with the administrators and mayor in June. He is still currently the employer for the NSR 911 Center, while issues pertaining to the Commonwealth and Unions are resolved. He does not see any significant issues and thanked everyone for their cooperation. He will continue to be around until the transition is complete. Executive Director Pozniak clarified that the State 911 Department is paying the Sheriff's department for the employee costs. Executive Director Pozniak thanked the Sheriff for his time and all that he has done.

Executive Director Pozniak called for any other unanticipated business, hearing none Mayor Gray made a motion to adjourn, seconded by Brendhan Zubricki. All were in favor.

Meeting adjourned at 11:25 hours.