

Meeting of the
Fire Advisory Board

Thursday, September 21, 2023

NSR911 Center
18 Manning Ave
Middleton, MA 01949

Members Present: James Nolan, Amesbury Fire Chief; Jake McNeilly, Manchester-by-the-Sea Chief; Doug LeColst, Middleton Fire Chief, Jen Collins-Brown, Topsfield Fire Chief; Stephen Kavanagh, Wenham Fire Chief.

Members Absent: Ramie Reader, Essex Fire Chief.

Non-Members Present: Alyson Dell Isola, Director, NSR911; Chris Ryan, Deputy Director, NSR911; Lee Ann Delp, Operations Manager, NSR911; Katrina Shamshak, Training & QA Coordinator, NSR911.

Call to Order: at 10:01 A.M.

Public Comments: None

Approval of April 20, 2023, Meeting Minutes:

Motion to approve minutes with one spelling correction.

MOTION BY: Chief LeColst

SECONDED BY: Chief Kavanagh

VOTE: All present voted in favor

Project Updates:

Deputy Ryan provided updates on the following:

Paging Interface: NSR911 has transitioned IMC Paging to a new SMS platform, Twilio.

Fire Station Alerting: Still in progress, Finance working on SOW for MBTS procurement, Topsfield speakers may be an issue. Deputy Ryan should have the system up and running by November 1, barring no IMC bugs.

EMD: still working on guide card production and securing a new medical director, Deputy Ryan is reaching out Anna Jaques Hospital.

Radio: slowly making headway on system audio bridges have been delivered and ready to install. This will provide proof of concept for merged radio frequencies.

Discussion regarding the future of Records Management System:

Discussion of First Due system and desire of Chiefs to investigate transitioning to the system. Noted that the data should be able to go both directions. Chief Collins-Brown stressed all departments should be on the same system.

Consideration of formal approval/adoption of any common protocol that the Fire Advisory Board has studied to date, in whole or in part:

Discussion only regarding changing Call natures in CAD for MV accident, MVA no PI, to better accommodate the dispatchers and fire departments when being sent to MVAs.

Discussion included MVA – PD, MVA – FD. NSR911 will present a draft to Chiefs at the next meeting.

Items that Could not be Reasonably Anticipated by the Chairman until After the Meeting

Posting Deadline:

- Discussed a tabletop exercise that incorporated the Essex County Fire Control Points District 5 and District 15 and some issues that need to be discussed by the ECFA.
- Chief Collins-Brown discussed her lack of notice regarding a 10-year employee at NSR911 and requested the Chiefs be included in future notifications.
- Chief Nolan announced Amesbury ladder is now automatic mutual aid to Salisbury and should be responding.
- Chief McNeilly requests that when mutual aid ambulance response is requested NSR911 obtain, when possible, if the need is for BLS Ambulance, ALS Ambulance, or an ALS Intercept.
- Discussion about new features in IAmResponding and its integration into NSR911's 911 software.

Next Meeting:

December 14, 2023 at 10:00 A.M.

Motion to Adjourn:

Motion to adjourn the meeting at 11:25 A.M.

MOTION BY: Chief Kavanagh

SECONDED BY: Chief Collins-Brown

VOTE: All present voted in favor