

**Summit County
Communications System Administrative Committee
June 23, 2011**

In Attendance

PRIMARYS

Paul Amonett	City of Stow Fire Department
Kim Baldwin	City of Barberton Fire Department
Michael Benson	Copley Township Fire Department
Jim Bowery	City of Munroe Falls Fire Department
Brent Frey	Village of Clinton Fire Department
Glen Goodrich	City of Fairlawn Fire Department
David Gatie	City of Tallmadge Fire Department
Kevin Read	City of Akron Communications
Michael Szabo	Summit County
William Snow	Bath Township
Joe Tulak	Akron Board of Education

ALTERNATES

Robert Ross	City of Akron Fire Department
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GUESTS

Jeff Funai	City of Green Fire Department
Kevin Hamilton	City of Akron Communications
Leland Matheny	City of New Franklin Fire Department
Michael Prebonick	City of Akron Police Department
Kathi Russ	Motorola Solutions
Rick Schmahl	City of Akron Police Department

CALL TO ORDER

The meeting of the Summit County Communications System Administrative Committee was called to order by Chairperson Gatie on Thursday, June 23, 2011, in the Fifth Floor Conference Room of the Akron CitiCenter Building, 146 South High Street, Akron, OH 44308. Mr. Gatie stated the meeting sign in sheet is being circulated and for everyone to sign in.

APPROVAL OF MINUTES

Chairperson Gatie stated the minutes and agenda were attached to the meeting notice sent via email. Chairperson Gatie asked for a motion to approve the minutes. Mr. Amonett made a motion to approve the minutes; Mr. Snow seconded the motion. A vote was taken and the minutes accepted.

CORRESPONDENCE

Mr. Gatie stated we received a letter from Darryl Anderson of MARCS requesting that county users disable unused MARCS ID's. Mr. Gatie stated this would be discussed later in the meeting.

SYSTEM ADMINISTRATOR'S REPORT

Mr. Szabo stated there are no maintenance or performance issues with the system. Mr. Szabo stated there was a meeting of all 800 system owners within the county on June 6th to discuss the current status of rebanding. Mr. Szabo stated Sprint would provide each system owner a letter which stated Sprint would correct any problems with MARCS programming at no cost to the system owners in the event MARCS frequency information changed during rebanding. This will allow system owners to move forward with rebanding their subscriber units.

Mr. Szabo stated the 700MHz applications for Summit County, City of Akron, and City of Cuyahoga Falls were approved by the regional planning committee. These applications will be forwarded to the FCC for final approval. These 700MHz channels will be added to the Interoperability template.

SYSTEM TECHNICAL SUPPORT REPORT

Mr. Read stated he had nothing to report and that he will be retiring from the City of Akron on June 30th.

COMMITTEE REPORTS

WORKING GROUP

Mr. Gatie stated he and Mr. Szabo met with Darryl Anderson to discuss the number of active ID's. MARCS would like to see approximately 1000 ID's disabled. Mr. Szabo stated they would be placed on a disabled list and could be reactivated quickly if needed. Mr. Szabo stated he would provide for each user on the system, an inventory of their radios with MARCS.

Mr. Gatie stated he sent a MAC conversion chart to each user. This was needed as they system transitions from the current analog only MAC to the new analog/digital MAC. The SCSO will begin issuing MAC 9 and 10 first as they are common talkgroups between new and old. Mr. Amonett asked if the new version of MAC would be installed during rebanding. Mr. Szabo stated the new MAC would be installed during rebanding and that SCSO would receive regular updates regarding which users have the new MAC. Mr. Szabo stated it was important that each user notify SCSO with the type of MAC they have when requesting a talkgroup to assist the SCSO in assignments.

Mr. Gatie stated he received a request from the SCSO to implement a new method to track MAC assignments. Mr. Schmahl stated the SCSO currently tracks MAC assignments using a paper log and then compiles a monthly report from this log. Mr. Schmahl stated the Akron Police IT department would develop an HTML based system for tracking assignments and providing these reports. The system would allow any dispatcher to check the status of MAC channel assignments which would save time and ensure information is not lost during shift changes. Mr. Gatie stated the work on this program is outside their normal responsibilities and the City is requesting a \$1,600 reimbursement for their time. This reimbursement would come from the user fee account and would require approval by SAC.

Mr. Amonett asked if SAC could authorize the reimbursement. Mr. Szabo stated based on the User Agreement and SAC by-laws, SAC could approve the expenditure. Mr. Snow indicated he supported the idea but unsure if he could vote without knowing the financial status of the user fee account. Mr. Szabo stated he could provide a detailed financial report if needed and further stated the budget could accommodate this request. Mr. Amonett made a motion to approve payment to the City of Akron for the program in the amount of \$1,600. Mr. Snow seconded the motion. A vote was called and the motion was approved.

Mr. Gatie stated the new 700MHz channels will most likely be placed into a new zone. Chief Ross stated he would like to see Akron's 700MHz channels included. Mr. Amonett stated he would talk with Chief Dirker regarding Stow's channels and Kent Bulgrin stated he would speak with Chief Moledor regarding Cuyahoga Falls 700MHz channel being added to the new zone.

Mr. Amonett stated they are on the second draft version of the by-laws. Mr. Snow stated they asked for input from Chief Calderone. Chief Benson complemented the efforts made by Mr. Amonett, Mr. Snow, and Mr. Goodrich on the by-laws. Mr. Amonett stated they would be adding the use of teleconferencing in the by-laws.

Mr. Gatie asked about using teleconferencing. Mr. Amonett stated for general business teleconferencing was a good idea. He further stated a normal meeting should be held if a major issue needed to be discussed. Mr. Goodrich stated he could not attend the teleconference due to storm damage assessments but supports the concept of teleconferencing. Mr. Ross questioned if teleconferences met sunshine laws. Mr. Amonett stated the meetings are open to the public. Mr. Ross asked if the call could be recorded. Mr. Szabo stated the calls could be recorded and published. He further stated they should consult Lori Pesci regarding this issue.

OLD BUSINESS

Chief Benson stated there would be a meeting on July 7th to discuss the status of their system upgrade. He further stated Mr. Snow continued to work on the rebanding issues with Sprint but expects to begin testing the system within forty-five days. Mr. Snow stated the change order was approved.

NEW BUSINESS

Chief Ross stated there were four talkgroups created to talk with local hospitals when Akron migrated to 800. The hospitals include: City, General, St. Thomas, and Children's. Radios are installed in the areas where the doctors answer the EMS units. Akron uses them for medical direction when cell phones are not working or the home does not have a phone. Mr. Ross believed that all new users had these talkgroups and encourages the use of these talkgroups. Mr. Ross further stated that with new ER's opening, we should consider expanding these talkgroups to include them. Mr. Benson question if we could us the existing MARCS radio in each hospital to support these talkgroups. Mr. Szabo stated he would look into this but believes these radios were restricted to MARCS use only. Mr. Gatie suggested this should be deferred to the Working Group to create a plan.

Mr. Gatie asked Mr. Szabo to discuss the request from the FBI to patch to our system. Mr. Szabo stated the FBI contacted him last month and requested the ability to patch there VHF radios to the 800 system. Mr. Szabo stated we have the necessary equipment to support this request but would require the approval of SAC to move forward. The SCSO would control the patch. When needed, the FBI would contact the SCSO on VTAC14, and the SCSO would patch to the appropriate talkgroup. Mr. Gatie opened the floor to discussion. Mr. Amonett asked if there were any negative concerns. Mr. Gatie stated he did not see any however there could be an issue if patched to an encrypted talkgroups. Mr. Szabo stated this was discussed with the FBI and there would be no patching to encrypted talkgroups. Mr. Baldwin asked if the by-laws permitted this. Mr. Benson stated this is a policy issue. Mr. Amonett made a motion to approve the patching of VTAC14 to the 800 system. Mr. Goodrich seconded the motion. A vote was taken and the motion passed.

OWNER'S REPORT

Mr. Ross stated that Mr. Read is retiring at the end of the month and Mr. Ross is in discussion with the City to determine who would be the next owner representative. Mr. Read introduced Kevin Hamilton to the group and stated Mr. Hamilton was handling the rebanding project for the City.

GOOD OF THE ORDER

None

ADJOURNMENT

Mr. Gatie made a motion to adjourn. Mr. Ross asked if the room should be scheduled for the next meeting. Chief Ross made a motion to adjourn, Mr. Amonett seconded the motion. The meeting was adjourned.

NEXT MEETING

July 28, 2011

SAC Representatives

User	Primary	Alternate
Akron Board of Education	Joe Tulak	Robert Boxler
Akron – Canton Airport	Todd Laps	Barry Irwin
Akron, City of	Kevin Read	Robert Ross
Barberton, City of	Kim Baldwin	Bill Pfeiffer
Barberton-Norton MAD	Joe Harrison	
Bath Township	William Snow	Michael McNeely
Clinton, Village of	Brent Frey	John Yohee
Copley Township	Michael Benson	David Sattler
Coventry Township	John Dolensky	David Calderone
Cuyahoga Falls, City of	Paul Moledor	Tom Pozza
Fairlawn, City of	Glenn Goodrich	Dave Mason
Green, City of	Robert Calderone	Doug Cincurak
Humane Society	Tim Harland	
Lakemore, Village of	Barry Saley	Mike Gasaway
Macedonia, City of	Brian Ripley	
Metro Parks	Doug Shepard	Greg Carris
Metro RTA	Robert Pfaff	DeHavilland McCall
Mogadore, Village of	Don Adams	Michael Rick
Munroe Falls, City of	Jim Bowery	
New Franklin, City of	Perry Surgeon	Dan Davidson
Norton, City of	Mike Schultz	Thad Hete
Peninsula, Village of	Daniel Renz	Timothy Baker
Richfield, Village of	Timothy Baker	
Silver Lake, Village of	Carl Harrison	Gary DeMoss
Springfield Township	Victor Wincik	John Smith
Stow, City of	Paul Amonett	Louis Dirker
Summit, County of	Lori Pesci	Sharon McMurray
Tallmadge, City of	David Gatie	Don Zesiger
Twinsburg, City of	Tim Morgan	
Twinsburg Township	Robert Kagler	Chris McCabe
University of Akron	Doug Stevenson	Paul Callahan
Valley Fire District	Charlie Reidel	Timothy Baker