



**CUYAHOGA COUNTY EMERGENCY SERVICES ADVISORY BOARD  
COMMUNICATIONS COMMITTEE**

**Communications Committee Meeting Minutes**

Date/Time: Wednesday, January 11, 2017

Location: Independence Fire Station  
6305 Selig Road  
Independence, Ohio 44131

**Attendees (Voting Committee Members)**

NAME	Present	ASSOCIATION	ALTERNATE	Present
Chief William Shaw	<b>X</b>	<b>Chairman</b>		
Steven Greene	<b>X</b>	<b>Vice Chair – (Law Enforcement)</b>	Craig Bollinger	
Randy Kimbro	<b>X</b>	<b>Brook Park</b>	Lt. Tom Cramer	
Brad Handke	<b>X</b>	<b>City of Cleveland Rep.</b>	Courtney Newman	
Laura Palinkas		<b>City of Cleveland Rep.</b>	Jack McCarthy	<b>X</b>
Debra Cavett		<b>City of Cleveland Rep.</b>	Lt. Reynaldo Oritz	<b>X</b>
Supervisor Shawn Smith		<b>CECOMS</b>	Supervisor Jackie Costa	
Brandy Carney		<b>Cuyahoga County</b>	Nancy Kolcan	
Pete Greene	<b>X</b>	<b>Cuyahoga County</b>		
Chief Scott Gilman	<b>X</b>	<b>Fire</b>	Chief Rega	
Chief Chris Lyons		<b>Fire</b>	Chief Turner	<b>X</b>
Kevin Friis		<b>Hospitals</b>	Beth Gatlin	
Nick DiCicco	<b>X</b>	<b>Law Enforcement</b>	Carol Haddon	
Chief Bruce Elliott	<b>X</b>	<b>MARCS</b>	Chief Tom Robinson	
Jim Heath	<b>X</b>	<b>MARCS</b>	Chief Freeman	
Jeff Scott	<b>X</b>	<b>Law Enforcement</b>		
George Balasko	<b>X</b>	<b>PARMA</b>	Capt. Ronald Heffern	
Mike Lasky		<b>PARMA</b>	T.J. Martin	<b>x</b>
Rob Jamieson	<b>X</b>	<b>Public Works</b>	Bob Girardi	
Tim Clapp		<b>Regional Dispatch</b>	Jack McCarthy	
Ron Barlow		<b>Regional Dispatch</b>	Kristina Eich	

**Others in Attendance: S. Rega, D. Miller, R. Schmahl, S. Garwood, D. Ferguson, C. Haddon, J. Hofmann, B. Adkins, D. Leff, P. Kelly, C. Bollinger, D. McNeil, B. Mueller, E. Upperman, S. Cartier, M. Carroll, J. Branich, M. Wodarczyk, R. Flaherty**

**AGENDA ITEMS**

**1. CALL TO ORDER / ROLL CALL / QUORUM DETERMINATION**

- Called to order by Shaw at 9:35 AM.
- Roll Call conducted, 16 voting members, quorum met.

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**2. PUBLIC COMMENT**

- None

**3. APPROVAL OF OCTOBER MINUTES**

- One correction, #8 correct Great to Greater Cleveland. Balasko motioned, and second by Kimbro. All approved.

**4. MARCS UPDATE – FEES AND PROGRAMMING**

- MARCS Director Rick Schmahl introduced himself. He said that the LEO radios have been voted away by the steering committee.
- There is now a 24 hour turnaround of ID's and attempts are being made to streamline the programming and radio issuing.
- Software has been developed to have active work orders so that servicing can be tracked.
- Interoperability means now that you have your county and surrounding counties.
- No longer statewide coverage much like a Tier 4 customer.
- The fee structure is \$20 a month but the legislature set a matching fund that \$10 is covered. This is now but could change soon. The hope is that the rates are kept.
- Dick Miller said that the Fire Chief's Association needs to be on this and make calls to the legislature.
- Carroll asked about specialty teams such as USAR and Miller said that there are issues with the team's fees and interoperability.
- Turner pointed out the selling point from the state was the coverage and the county had funded towers and zone controllers with the promise that coverage would be met. Turner asked if that has been forgotten.
- Carroll said that it is important that specialty teams need to be aware of their coverage abilities.
- Miller said that the CUYCO's will still remain within county and the contiguous counties.
- Director Schmahl said that a new system analyzer is on board that is reviewing roaming issues and usage.
- Turner asked then when will the fee increase occur. Director Schmahl said that it would be the November billing starting for the month of July.
- Furgeson asked if there is a template letter or some format to follow when sending a letter to the legislature.
- So the fee for all radios is \$20 per month, per radio with a match of \$10 per month so bills reflect that.
- Shaw will help generate a letter with the Fire chief's so that there is one voice vs. multiple hits.

**5. RADIO ALLOCATION**

- Gillman was asking about the bid process and the time line to order.
- Peter Greene will ask about the checking time line.
- Radios left over should be saved for the next tier based on the grant bid.
- CSU will check if they will accept the 10 EF Johnson radios.
- Evaluators will be Jack McCarthy, Randy Kimbro, Steve Garwood, Chief Shaw, Nick DiCicco, Steve Rega, Chief Gillman, Jim Heath, and Craig Bollinger (with supervisor approval), Chief Shepp, and Peter Greene.

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- Jim Heath asked if the evaluation will carry more power over the price. Gillman and Shaw answered that it should.
- Brad Handke suggests that testing should be done in the same location with the same type of environment. This way the vendors can see exactly the conditions the tests were made if there are any questions. Brad suggests that the bid should have the vendor program the radios to work best on the system identified. Steve Greene read the section that covers that aspect and it seems to be good enough.

**6. COUNTYWIDE FIRE NOTIFICATION SYSTEM**

- Chief Carroll reviewed the status of the boxes to include reprogramming for tone duration.
- Highland Tower was serviced and issues corrected.
- County Fire Chief's meeting is coming up and all issues will be addressed there.
- Next phase is to purchase external antennas and cabling. There are some coverage issues that maybe can be addressed to extend coverage on the west side to include checking Lakewood Center North as a radio site.
- A few of the notification units were found to be bad and will be returned.
- Updates at CECOMS need to happen and the money is there to complete it.
- Pete Greene will call and have Motorola update the tones.
- Elliot asked about monthly testing.
- Carroll said that CECOMS tests monthly and will continue to do so until all boxes are in and better testing will be set up.

**7. EXERCISES/DRILLS FOR COM-L PARTICIPATION**

- None
- 100 NIFOG books were made available and most were taken.

**8. ANNOUNCEMENTS / OTHER BUSINESS**

- Nominations are needed for Vice-Chair. Kimbro nominates Steve Greene and seconded by Balasko. Motion closed by Turner, second by Balasko. Voice vote: All ayes, no nays. Motion passed.
- Brad has asked for a County wide template. His first 9 zones are local usage and then after that, zones following are interoperability zones. A draft will be drawn up by Peter Greene, Brad Handke, Steve Garwood, George Balasko, and someone who is boots on the ground.

**9. EXECUTIVE SESSION**

- No executive session conducted.

**10. NEXT MEETING**

- Next meeting will be held on Wednesday March 8, 2017 @09:30a. Location is Independence Fire Department.

**11. ADJOURNMENT**

- Motion to adjourn by Shaw, second by Jamieson.
- Adjourned at 11:34 AM