



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

Communications Committee Meeting Minutes

Date/Time: Wednesday, March 9, 2016

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

Attendees (Voting Committee Members)

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

Others in Attendance: T. Cramer, T. Clapp, S. Rega, D. Ferguson, T. Welch, J. Branic, E. Schepp, J. Hofmann, B. Adkins.

AGENDA ITEMS

- 1. CALL TO ORDER / ROLL CALL / QUORUM DETERMINATION**
 - Called to order by Chief Shaw at 9:35 AM.
 - Roll Call conducted, 16 voting members, quorum met.

- 2. PUBLIC COMMENT**
 - None

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3. APPROVAL OF MINUTES

- Haddon motioned to approve, second by Lyons. Corrections mailed from Rega to be amended. All in favor aye, one abstain by Shaw as he was not present.

4. COUNTYWIDE FIRE NOTIFICATION

- By the March meeting of County Fire Chiefs Association meeting, Chief Carrol wants to present the status and recommendations. Test will happen on March 15th.

5. RADIO REQUEST PLAN

- Gillman, Greene, and Kimbro will review the applications and rate the requests.
- The portables returned by Bedford will be the first round to go out and then whatever can be purchased by FY 2016 UASI funds.
- Prior radios that were issued out and not being used will also be requested back from those not using them.

6. COML STATUS & PRE-RNC WORKSHOP

- Looking at June 3rd for a 4 hour in service training for all COML's.
- 22 attended the COM-L training held at the Cleveland Fire Academy.

7. EXERCISES/DRILLS FOR COM-L PARTICIPATION

- LEPC exercise is May 21st at Tri-C east at 9am. Furgeson will get Greene an email about this and how to attend. June will be a hospital exercise, no date set. Friis will let the group know.
- McCarthy said that the EOC will be up on St. Patrick's Day.
- Haddon mentioned March 15 at 1 pm in Solon.

8. RNC

- 0600-1800 then 1800-0600 are now the operational periods.
- Health Departments are being tasked with inspecting all restaurants and hotels identified as key locations for the dignitaries attending the RNC. Radio talk groups are being sought for first aid tents within the various locations.
- Dick Miller for MARCS and Handke for Cleveland needs to be consulted if any talkgroups are being used for whatever the operation is. Any agency looking to use any talkgroups outside of their normal operation must go through these two people. A team will be set to vet all requests and recommendations will be made. Agencies are encouraged to use what they have and not create new.
- The city will be working on MOU for logistic teams and inviting people to function as COML's but until then, no movement has been made.
- Philadelphia is conducting weekly meetings about communications and have invited Cleveland to participate.

9. ANNOUNCEMENTS / OTHER BUSINESS

- Nomination to add Chief Scott from Notre Dame Police. Motion by Chief Robinson and second by Tim Clapp. He will be the primary for the non-municipal police agency. An alternate has not been presented. All ayes, no nays.
- Tim Clapp was nominated as the east side representative. Motioned by Kevin Friis and Chief Robinson seconded. Aye in favor, no nays.
- ODOT turnpike will not add XMTACs into their radios but will patch as necessary.
- Friis will add those who want to the OTRAC system for notifications. Emails, cell carriers and numbers need to be submitted.

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- Handke invited direct contact to him for any and all questions about the radio system and usage during the RNC. Many rumors are floating around. Handke also said that there are many requests for programming thus if there is a need for the Regional talkgroups to be added, the requests need to be made now.
- Furgeson has pointed out that the radios have many available talkgroups but training is the issue. He recommends that internal training the first week of July is needed so that the user can find his way around the radio.
- Chief Shaw echoed this and recommends that training with those you inter operate with should also be done.
- Handke also reported that SWAT teams are being unified on radios. The city is supplying 4 talkgroups to the swat teams with encryption.
- Handke also reported that Regional 1-16 will be for the suburban agencies. 16 will be for the inner workings, and others that will be encrypted for transport of dignitaries.

10. EXECUTIVE SESSION

- No executive session conducted.

11. NEXT MEETING

- Next meeting: April 13, 2016 at 9:30 AM, Independence Fire Station.

12. ADJOURNMENT

- Motion to adjourn, second by all.
- Adjourned at 10:33 AM