



# TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

*Proudly serving since 1950*

Dispatch: 860-875-2543 Operations Director: 860-872-2421 Finance Manager: 860-871-8684 Fax: 860-872-0382

Visit us at: [www.tollandcounty911.org](http://www.tollandcounty911.org)



## Board of Directors Meeting Minutes August 8, 2012

**Officers and Directors present:** President D. Eaton, Secretary C. Hammick, Treasurer M. Gergler, Dir. D. Dagon, Dir. C. Dowling, Dir. J. Fisher, Dir. J. Barton, Finance Director J. Turner and Operations Dir. T. Millix

President D. Eaton called the meeting to order at 19:00.

**Correspondence:** None

J. Barton made a motion to accept the minutes as corrected, seconded by C. Dowling.

**Finance Director's Report:** See attached report

- Payroll services company going out of business. The new company is guaranteeing pricing for two years and should be fully integrated by September.
- Funding request from Stuart relative to a new printer for mapping. Discussion

M. Gergler made a motion to purchase a HP Designjet T790 44-in Post Script printer, seconded by J. Fisher. Passed unanimously

J. Barton made a motion to accept the Finance Director's Report, seconded by D. Dagon. Passed unanimously

**Operations Director's Report:** See attached report

**Finance Committee Report:** See attached report

C. Dowling made a motion to increase the life insurance benefits for the 9 full time employees effective September 1, 2012, seconded by D. Dagon. M. Gergler and C. Hammick abstained, Motion passed

- The budget is being worked on

**Personnel:** A contract has been agreed to by the Board of Directors and the dispatchers.

**Equipment and Grounds:**

- UPS replacement for dispatch center still under study and investigation.
- The AT&T tower contract has become too complicated to take a chance on by endorsing it without legal assistance. Halloran and Sage to be contacted on recommendation from Tyler on previous experience.
- A contractor will give us a quote tomorrow for flooring.
- Tactical Communications continue their assessment of radio and technical facilities in order to prepare a service contract with us. While inspecting Union recently several issues were identified and corrected. The inspections will continue for some time.

**Radio Committee:** no report

**Unfinished business:** Tactical is still in the process of evaluating the sights before they will give us a maintenance contract.

*Dedicated 911 and dispatching services for the following communities:*

ANDOVER - ASHFORD - BOLTON - COLUMBIA - COVENTRY - EAST WINDSOR - ELLINGTON  
MANSFIELD - SOMERS - STAFFORD - TOLLAND - UNION - VERNON - WILLINGTON



# TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

*Proudly serving since 1950*

*Dispatch: 860-875-2543 Operations Director: 860-872-2421 Finance Manager: 860-871-8684 Fax: 860-872-0382*

*Visit us at: [www.tollandcounty911.org](http://www.tollandcounty911.org)*



**New Business:** C. Dowling will not seek reelection on the Board in January.

J. Barton made a motion to adjourn at 20:17, seconded by C. Hammick.

Donna Jellen,  
Recording Secretary

Revised and extended for approval  
Christopher Hammick  
Secretary  
TCMAFS

*Dedicated 911 and dispatching services for the following communities:*

ANDOVER - ASHFORD - BOLTON - COLUMBIA - COVENTRY - EAST WINDSOR - ELLINGTON  
MANSFIELD - SOMERS - STAFFORD - TOLLAND - UNION - VERNON - WILLINGTON



# TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

*Proudly serving since 1950*

Dispatch – 860-875-2543 Chief Dispatcher – 860-872-2421 Finance Director – 860-871-8684

Fax – 860-872-0382



## BOARD OF DIRECTORS

### Attendance Roster

2012

### TCMAFS OFFICERS

		Present	Absent	Late
PRESIDENT	DAVID EATON Union FD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VICE PRESIDENT*	WAYNE FLETCHER Ashford FD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SECRETARY*	CHRISTOPHER HAMMICK Vernon FD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TREASURER	MICHAEL GERGLER Mansfield FD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### BOARD MEMBERS AT LARGE

DIRECTOR	JOHN FISHER Vernon FD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIRECTOR*	CURT DOWLING Andover FD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIRECTOR	DAVID DAGON Mansfield FD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIRECTOR*	JOHN LITTELL Tolland FD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DIRECTOR	JAMES BARTON Warehouse Point FD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### TCMAFS EXECUTIVE OFFICERS

FINANCE DIRECTOR	JOHN TURNER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OPERATIONS DIRECTOR	TYLER MILLIX	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GUESTS	1. <u>Donna</u> 2. _____ 3. _____			

\* = POSITION TO BE ELECTED 2013

MEETING DATE: 8/8/2012

Rev 1/2012

*Dedicated 911 and dispatching services for the following communities:*

ANDOVER - ASHFORD - BOLTON - COLUMBIA - COVENTRY - EAST WINDSOR - ELLINGTON  
MANSFIELD - SOMERS - STAFFORD - TOLLAND - UNION - VERNON - WILLINGTON



# TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

*Proudly serving since 1950*

*Dispatch – 860-875-2543 Operations Director – 860-872-2421 Finance Director – 860-871-8684*

*Fax – 860-872-0382*



August 8, 2012

To: Tolland County Board Members

From: Operations Director Tyler Millix

Re: Operations Report

Below are items that have been worked on over the past month and in some cases are in progress. Should you have any questions on any topic please feel free to email for clarification or to request more in depth information.

### ***Kimball Report Sub-Committee***

The Committee has four more meetings left before they have to make some sort of recommendation to the 911 Commission. The last meeting was primarily focused on how to encourage smaller PSAP's to merge and the political fallout that will inevitably occur once 911 is removed from a community. There was discussion on perceptions by some that the funding formula was flawed and that consideration should be given to Regional Centers that have lost towns thus reducing their subsidy. At this point, it is still early to tell what types of recommendations will emerge from the group. It is becoming clear that the once cohesive RECCA Group is not on the same page and it really has become a fractured organization with different priorities.

### ***Region III PSIC Communications Vehicle/Training***

All staff members passed the COM-T Class. We are still awaiting formal decisions on the PSIC Truck. I have emailed and called those in charge of the program with limited response.

*Dedicated 911 and dispatching services for the following communities:*

ANDOVER - ASHFORD - BOLTON - COLUMBIA - COVENTRY - EAST WINDSOR - ELLINGTON  
MANSFIELD - SOMERS - STAFFORD - TOLLAND - UNION - VERNON - WILLINGTON



# TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

*Proudly serving since 1950*

*Dispatch – 860-875-2543 Operations Director – 860-872-2421 Finance Director – 860-871-8684*

*Fax – 860-872-0382*



## ***CMED Strategic Planning Committee***

The meeting was cancelled this month due to vacations. Len Guercia has left OEMS and his replacement has not been announced as of yet.

## ***Statewide Data Network/ IP Switch***

The IP Switch is ready to be installed. Tactical is working to schedule this at the Region IV PSAPS.

## ***Hebron***

Stuart has been working on the parcel maps and associated data and incorporating it into the CAD. We are still actively working on the communications aspect of the transition. We have a few meetings in Hebron to discuss radio and antenna placement. We are awaiting some clarifications from the Town on the use of tower and specific locations of the antennas. Tactical did a site visit to determine the total cost of the installation of the system.

## ***State Technical Advisory Committee***

The 33.78 & 46.16 bases have been repaired and the bill has been paid by State Tech.

## ***CAD View Program***

CAD View is running and most if not all services are using it or have at least logged into the program. We are still on target for September to cease emailing and faxing times.

## ***Other***

- We had a partial activation of the Communications Contingency Plan due to severe storms moving through the area. The system seemed to work well and all Chiefs were kept informed as to what actions TN was taking.

*Dedicated 911 and dispatching services for the following communities:*

ANDOVER - ASHFORD - BOLTON - COLUMBIA - COVENTRY - EAST WINDSOR - ELLINGTON  
MANSFIELD - SOMERS - STAFFORD - TOLLAND - UNION - VERNON - WILLINGTON



# TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

*Proudly serving since 1950*

*Dispatch – 860-875-2543 Operations Director – 860-872-2421 Finance Director – 860-871-8684*

*Fax – 860-872-0382*



- The Purchase Order has been signed for the installation of the large monitor and associated cabling for the Board room. We had some electrical work done as well to accommodate the installation.
- We are still waiting to meet with one more vendor in regard to the new dispatch furniture. We also met with a flooring vendor to review and price various options for new flooring in the dispatch room. I should be receiving the various quotes soon. We will then meet with the committee to review the options and pricing. The plan at this point is to provide a formal recommendation to the Board on both the console furniture as well as the flooring for consideration.
- The State sent out guidance on the Department of Homeland Security, Office of Emergency Communications Request for Technical Assistance program. Generally, these programs are driven from the Regional ESF-2 groups and they would be making the actual request to the State. However, one of the offerings seems to be very beneficial to Tolland County and I am going to pursue this program through Region III or Region IV. I have attached the program and I will discuss this much more at the meeting. In the end this plan could be incorporated into our capital plan and certainly covers some of the topics that we simply don't have the time or expertise to dedicate without costing a large amount of money. Also, this program could be beneficial to other regional centers such as QV which will allow for a much more coordinated effort in the delivery of services.

*Dedicated 911 and dispatching services for the following communities:*

ANDOVER - ASHFORD - BOLTON - COLUMBIA - COVENTRY - EAST WINDSOR - ELLINGTON  
MANSFIELD - SOMERS - STAFFORD - TOLLAND - UNION - VERNON - WILLINGTON