

LEWISTON-AUBURN 9-1-1 COMMITTEE

MINUTES

Date: September 26, 2013
Time: 8:00a.m.
Location: L/A 9-1-1, 552 Minot Avenue

1. Roll Call

- A. Present: Chief Paul LeClair, Chief Frank Roma, Chief Michael Bussiere, Heather Hunter, Councilor Donald D'Auteuil, Deputy Chief Jason Moen, Dr. David Stuchiner and Patricia Mador
- B. Staff: Director Phyllis Gamache, Systems Manager Terry Delano and Robinson Copland

2. OPEN SESSION:

A. Meeting called to order at 8 a.m.

- 1. Motion made by Dr. Stuchiner to accept the minutes from June 11, 2013 as presented.
- 2. Seconded by Deputy Chief Moen.
- 3. Passed unanimously.
- 4. Introduction of the new Auburn Citizen-at-Large Representative, Patricia Mador.

B. Financial Update –

Fiscal year end update presented by Heather Hunter

- 1. FY13 ended with an Excess of Revenues Over Expenditures of \$63,677.92. That balance, plus the existing fund balance of 76,690, leaves a total fund balance of \$145,367.92.
- 2. Motion made by Dr. Stuchiner to accept the financial statement as presented.
- 3. Seconded by Chief Roma.
- 4. Passed unanimously.

C. Director's update –

Personnel:

- 1. Three recent hires came with various levels of skill from local dispatch centers. All three cited pay and level of professionalism as reasons for wanting to work at LA911.
 - a. One individual from Oxford RCC was qualified in five weeks.
 - b. One individual from Oxford RCC is in the background investigation stage.
 - c. One individual with EMD certifications was hired from United Ambulance Service.

- d. Two others are in training and one more is in the pipeline.

Operational:

1. Annual Emergency Medical Dispatch audit was conducted and went well.
2. Annual Emergency Communications Service Bureau also conducted their annual audit. This audit also went well.
3. Terry gave an update on the telephone line upgrade project: Copper and fiber lines are being updated. FairPoint will get 20 mg fiber lines underground. We are waiting for two more sites to be switched over. Two more will be up and running in two weeks. The delay has been on the part of FairPoint and as such, they will credit us for the delay in transfer. Prices originally quoted by FairPoint are in place though the project is not yet complete.
4. Text A Tip: This is a grant-funded program designed to reduce underage drinking, which is paid for by the Office of Substance Abuse. The free, two-year service is part of the Healthy Androscoggin partnership with Auburn, Lewiston and Lisbon police departments and the Androscoggin County Sheriff's Department and LA911.
5. Next-Gen 9-1-1 equipment will be installed in January. Training for the system will occur within two weeks prior to implementation. The upgrade is funded via the 9-1-1 surcharge (and managed by the Emergency Services Communications Bureau) and the system will eventually have the expanded capability to receive cell phone video and text messages.
6. While Winthrop remains interested in having LA911 as its PSAP and dispatch center, Gardiner has been quiet on the topic. Winthrop is aware it is not cost effective for them to come alone. The Director will continue to further the discussion with both entities.
7. A CIP request for FY 16 was submitted last fall to earmark funds for the aging radio infrastructure, which is becoming difficult to repair due to a lack of parts and qualified technicians. The Director is inviting Auburn Fire, PD and Public Works, Lewiston Fire, PD and Public Works and the Auburn-Lewiston Municipal Airport join in a collaborative discussion about each agency's future communications needs, intended purchases and growth to create an infrastructure that could move forward together collaboratively and integrated for data sharing.

D. Entered Executive Session at 8:35.

1. Motion made by Chief Bussiere to exit Executive Session at 9am, seconded by Dr. Stuchiner.
2. Motion made by Chief Bussiere to grant a 2% raise to all non-union personnel retroactive to July 1. Seconded by Dr. Stuchiner.
3. Passed unanimously.

E. Meeting adjourned at 9:05. Next meeting TBD.