

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, February 15, 2018
Time: 0800
Location: Lewiston Auburn 911 Conference Room

Roll Call:

Present- Finance Director Heater Hunter, Chief Brian O'Malley, Chief Phil Crowell, Deputy Chief Robert Chase (in for Chief Low), Chief Stockdale, Councilor Leroy Walker, Councilor Michel Lajoie, Pat Mador, Esq., Citizen-at-Large Paul Robinson

Staff- Director Paul LeClair, IT Director Drew McKinley, Operations Manager Tim Hall

Secretary- Katie Gallant

Guest(s)-

Meeting called to order by Lewiston Auburn 911 Director, Paul LeClair at 08:01.

Introductions to our new member, Citizen-at-Large Paul Robinson.

Approval of Minutes: January 18, 2018 meeting minutes.

- Motion to accept minutes made by Councilor Leroy Walker, seconded by Chief Brian O'Malley.
- All in favor. Motion passes.

Financial Report:

FY18

- Katie Gallant presents the FY18 year to date report.
- Pat Mador, Esq. moves to accept the FY18 report, seconded by Councilor Walker.
- All in favor. Motion passes.

Director's Report:

Radio Systems Project

- Director LeClair continues to prepare for the joint City Council meeting on February 22, 2018.

Verizon Proposal

- Verizon has shown continued interest in placing cell equipment on the Gracelawn Tower and has requested a soil test at the site.
- Director LeClair will update at the next committee meeting.
- All in favor. Motion passes.

Radio System Project Update

- Director LeClair and IT Director Drew McKinley met with the City Managers to review the proposed Radio System Project and were invited to attend a joint City Council Meeting in mid-February to present the Radio Project.

Personnel Update

- In the past month we have extended a job offer to a seasoned dispatcher to fill one of our vacant positions and another part-time job offer to a promising candidate. We anticipate 1-2 vacancies in the near future and hope to have both candidates trained and ready to fill the seats.

IT Director's Report

Microwave Link

- Auburn Police Department Link has been up and running for the past three weeks. We have experienced no issues with connectivity since the microwave implementation.
- The Goff Tower construction is on schedule and should be functional by mid-March.
- IT Director McKinley will be meeting with Fairpoint and CMP regarding pole replacement at the Webber site. Construction will begin there after completion of the Goff Hill site.

Operations Manager's Report

Code Red

- Code Red is up and running. Information and registration links have been posted to both Lewiston and Auburn websites.
- Operations Manager Hall will send press releases to both Liz Allen at City of Auburn and Dot Perham-Whittier at City of Lewiston to distribute to the local news affiliates.

- Publications/brochures will be sent to Lewiston and Auburn police and fire departments for distribution.
- Operations Manager Hall will contact Public Works at both cities to discuss protocol for emergency notifications.
- Code Red is for Emergency notifications only and will not replace Notify Me and/or Alert Now systems already utilized within the cities.

EFD – Emergency Fire Dispatch

- IMC interface with EFD will be available within the next couple of weeks. This will reduce the need for entry of information to the two programs.
- January's report came back with very high scores for our employees.

CALEA

- The report from our on-site CALEA Assessment came back with no issues to our process and procedures.
- Director LeClair and Operations Manager Hall will attend the CALEA Conference in March.

PSAP Call Report

- The 2017 Call Statistics Report places Lewiston Auburn 911 as the second busiest PSAP in the State of Maine. Portland Police Department is the busiest.

Executive Session

- No executive session

Next meeting:

- Thursday, March 15, 2018 at 08:00.

Public Comment:

- No public comment.

Adjournment:

- Finance Director Hunter moves to adjourn the meeting, seconded by Chief Crowell.
- Meeting adjourned at 08:25.