

METACOMET EMERGENCY COMMUNICATIONS CENTER

14 SHARON AVE, 2ND FLOOR
NORFOLK, MA 02056

GARY M PREMIO, ENP
EXECUTIVE DIRECTOR



DARRELL TRUE, CCM
DEPUTY DIRECTOR

**METACOMET EMERGENCY COMMUNICATIONS CENTER
BOARD OF DIRECTORS
PUBLIC NOTICE POSTING REQUEST**

COMMITTEE: MECC Board of Directors
DATE: Wednesday, December 11, 2019
TIME: 10:00 am
LOCATION: MECC, 14 Sharon Ave, 2nd Floor, Norfolk, MA 02056
ROOM: Room #231, EOC
PURPOSE: Regular Meeting
REQUESTED BY: Gary M Premo

LIST OF TOPICS TO BE DISCUSSED

Approval of minutes; 10/31/2019 meeting (AMENDED 12/10/2019)
Operations Update
Executive Director Report

Executive Session: None.

2019 DEC 10 AM 9:26

TOWN CLERK
PLAINVILLE
RECEIVED

Metacomet Emergency Communications Center (MECC)
Minutes of Meeting
October 31st 2019

TOWN CLERK
PLAINVILLE
RECEIVED

2019 DEC 10 AM 9:26

A meeting of the MECC Board of Directors was held on Thursday October 31st, 2019 at the MECC, 14 Sharon Ave, 2nd Floor, Room EOC #231, Norfolk, MA 02056. Board members present: Jamie Hellen, Blythe Robinson, Jennifer Thompson and Kevin Sweet (8:40 am arrival). Executive Director Gary Premo and Deputy Director True were present. Others in attendance: Thomas Lynch, Charles Stone, Jack Kelley, Peter Petrushik, Justin Alexander and James McLaughlin.

CALL TO ORDER: Board Chair Hellen called the meeting to order at 8:12 am

APPROVAL OF MINUTES:

Operations Update:

Board members inquired on status of Alpine RMS (fire) project; moving to the cloud as one system. A 10-step process was provided by Alpine. Blythe Robinson inquired on a timeline for deliverables. Jamie Hellen inquired if we should execute a new contract with Alpine.

Deputy Director True advised this is not a product that Alpine sells. It is custom, and Alpine is working with the Fire Chiefs in the spirit of cooperation. Alpine has done this type of project for only one other customer.

Blythe Robinson suggested having value for keeping customers happy.

Deputy Director True will be the primary point of contact for this project for the MECC; Chief Marino will continue as point for four towns.

Jennifer Thompson provided in depth look at current fiscal year budget and the impact of State 911 Department grants and use of retained earnings on future years budgets.

Kevin Sweet inquired if the MECC is using the right operations model (shift length, call takers/dispatchers). Deputy Director True said the process is working, citing the tragic recent call in Plainville. Jennifer Thompson noted that the call process worked well with the recent call in Plainville.

Kevin Sweet requested a cost breakdown for full-time equivalent employees (FTE). Director Premo to provide. Jamie Hellen requested a forecast of the FY2021 budget showing 3 new dispatchers being added to the organization, as well as a 5-year budget projection. Director Premo to work on this.

Jennifer Thompson inquired about the composition of the Board of Directors; specifically the need for a clerk. Blythe Robinson volunteered to review minutes. The Board voted to appoint Blythe Robinson as clerk.

ITEMS FOR ACTION: To see if the board shall vote to utilize surplus general funds, in the amount of \$400,000.00 to offset future fiscal years' budgets. TABLED.

EXECUTIVE SESSION: NONE

ADJOURN: Motion to Adjourn by Thompson. **SECOND** by Robinson. Meeting adjourned 9:18 am