



ONONDAGA COUNTY DEPARTMENT OF EMERGENCY COMMUNICATIONS

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Motorola Meeting
OCICS – Team leads
February 13, 2008
10:30 @ the 911 Center Roll Call Room

Present were:

John M. Balloni, Commissioner, Project Administrator
Jo-Anne Munroe, Deputy Commissioner, Team Lead County 911
Lori Hable, Secretary to the Commissioner, 911 Center
Carl Loerzel – PSSS, Team Leads CAD Integration
Ben Rinaldi, PSSS, 911 Center, Team Lead Policy & Procedures
Sean Sparks, SODO, Technical, 911
Ed Healy – PSSS, Team Lead Voice Recorder
Chuck Combs – SODO, Team Leads Training
Lucy Howard – Team Lead Asset Management
Dave Stevenson - Team Lead Technical
Charlie Gabriel - VIA PHONE, Project Manager
Norm Bouchard - VIA PHONE, Langone & Associates
John Stroub - Motorola
Jan Blair -Motorola
Joe McMullen -Motorola
Jeff Daly - Deputy Chief, Team Lead Syracuse Fire
Rick Rioux - Team Lead Syracuse Police
Bill Bleyle - Captain, Team Lean Onon Co Police Agencies
Dave Steinberg – County Fire Chiefs
Joe Rinefierd – Director, Fire Bureau
Tony DiGregorio – Director, Team Leads EMS
Mike Downey – Team
Kevin Pooley – United Radio
Brian Butler – United Radio

Charlie Gabriel (Project Manager) opened the meeting via phone with the Team Leads Progress Updates. Charlie said he sent the activity list to the Team Leads. Commissioner Balloni gave a brief overview of activities he is involved in. Chick Langone gave a very good presentation on frequency issues. In his presentation, he discussed legacy frequencies and new frequencies. Chick sent out a manual to everyone on talk back plans. Discussions were held with Motorola; a series of meetings are scheduled on SOW (scope of work) with Motorola; the Website is complete. On the front page of the Website is FAQ's (Frequently Asked Questions) on mobiles and portables and how to purchase them. Lucy will talk further about the website later.

Dave Stevenson and Sean Sparks (Technical) – There are 12 tower sites and three (3) new sites in the process of being located in Lysander, Skaneateles and Elbridge. The land in Elbridge negotiation is in the process. If all goes as planned, it will then go to the County Legislature for approval to purchase. The process is on going as we are on time constraints. Lysander is diligently working with us.

Commissioner Balloni (Project Administrator) met with Tom Roche, Project Coordinator from SWN (Statewide Wireless Network) on January 31, 2008. Tom Roche was informed of what Onondaga County's concept is for the OCICS Radio Project and if inquired if SWN can commit to working together with Onondaga County.

Commissioner Balloni (Project Administrator) said he attended a meeting last evening with Plainville FD and their Fire Commissioners to discuss placing a new tower at or near their fire department location. Onondaga County is in the process of implementing their new radio system project and is looking to build three (3) new towers. Lysander is one of the locations a tower needs to be placed to fill in dead spots. Onondaga County is in a three-year slow build out and our new radio system needs to be operational by the end of this year as this is our third year. Onondaga County needs to see if the State will work jointly together with us and if so what is in it for Onondaga County. We both need tower sites, why not jointly come to an agreement. The County Executive sent a letter to the Office for Technology (oversees SWN) requesting their assistance in working together on this project. SWN Engineers contacted Commissioner Balloni and a meeting is scheduled for February 26, 2008. The State does not usually move to quickly and that may be an issue. We look forward to meeting with M/A-COM.

Bill Bleyle (Onon Co Police Agencies) and Rick Rioux (Syracuse Police) – Will have a more formal discussion once Ray Herrick returns for the police chief's presentation on Chick Langone's presentation. An introduction to the police chiefs will be on trunking and talk paths as a power point. Rick Rioux said he is looking at talk paths coordinated with the county and city. Deputy Chief Daly (*City Fire*) is evaluating the situation with Rick Rioux.

Joe Rinefierd (County Fire) – Needs to review further.

Tony DiGregorio (EMS) – Needs to review further.

Sean Sparks (Technical) – Sean and Dave Stevenson have identified new tower sites. The existing tower sites all have new shelters. The Civic Center has space constraints with the HVAC legacy system equipment currently located there. We will replace this equipment and it will go out to bid. New racks need to be set up for new air handler. We are looking at the floor space issues at Vinette Tower; after speaking with the Motorola team, space should not be an issue.

A meeting is scheduled with Facilities to discuss generator power to the Civic Center.

Ben Rinaldi (Policy & Procedure) – Ben has been searching the Internet on Policy & Procedures dealing with Governance. He started a draft of the policies. Still need to firm up the talk paths

and frequencies. If anyone knows of another agency that would be willing to share their governance policies with us please let him know.

Chuck Combs (Training) – Chuck put together a glossary of terms for now and will redevelop it later. A training schedule time line for in service training etc. is being reviewed in order to get the information out to educate public safety providers. Lucy Howard and Chuck Combs will work on reference documents and on how to put the information out there.

Lucy Howard (Asset Management) – Information is on the County LAN so you can only access it if you have the County Network. Lucy will check into “member’s access only” on the website and not to the public. Commissioner Balloni said he is looking to modernize our county website at the County Executive level.

Lucy Howard said Rick Quatrone developed the website. Rick will work on it when he returns from vacation. FAQ’s are on the front page along with new documents posted. TABS are across the top for easy access for “**Status**”, “**Team Leads**”, and “**Planning**” etc. The Motorola links are not on the website yet.

Mike Downey (NYSP) – Charlie Gabriel sent him some material to review.

Joe McMullen (Motorola) – There is an organized and user driven Motorola trunked users group. You can review governance by enrolling in that group and talk to that group to see what they went through. We could learn by their mistakes. Rick Angelino, who is not here, is the contact for this.

Jan Blair (Motorola Project Manager) – General Project Status & Preparation for the CDR (Contract Design Review)

The mid way point will be the March 4 and 5th meetings where Motorola will do a presentation on progress on engineering, questions and deployment of the product, site walks any other issues to address. He thanked Dave Stevenson and Sean Sparks regarding the CDR (Contract Design Review) preparation overview portion for this presentation. The final equipment order will be weeks later. By the end of March, the final order will be submitted. Equipment will be assembled at the factory location. Any questions? None.

Aaron Boone (Motorola Lead Engineer) – General Project Status & Preparation for the CDR (Contract Design Review)

Motorola will have conversation with the customer for their order and have the opportunity to get these changes in. We will review modules, microwave, remote sites, and function ability. The frequencies are finalized and need to be identified correctly.

Basis for the CDR – The last couple of weeks the sub contractor came in to review the CDR. We went to site walks and reviewed the technical aspects to confirm with the county. Post Proposal need to be agreed upon in a formal document.

Suggestions to the County – Minimize the impact of towers. Will discuss with United Radio shipping, installation, etc. Focus on the presentation of contract design. Focus on the

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engineering for staging facility in early April. Team Leads will hear from us on this aspect in mid March.

Brian Butler (United Radio) – All set.

Joe McMullen (Motorola) – Optional subscriber purchase – we are working with the County of Onondaga. Be aware of the current information to purchase off the OGS contract. Motorola is able to negotiate pricing to give better pricing. Motorola will allow additional purchases of portables/mobiles at a one-time opportunity up to 18 months from June 07. This will be a volume deal though in order to justify the deal. Motorola understands that some agencies want to purchase their radios now. Motorola said their hands are tied to discount any more than they have already. Motorola has the “most favored clause” with OGS. Sales are reported to OGS – that is why this one time purchase is being made. It has to be part of this option of this contract. We are trying to establish pricing and the structure, which is in process and hope to be done this week. We are working with Rustan Petrela from the County Budget Department. Deputy Commissioner Munroe asked what the time period for this is. Joe McMullen said Motorola has allowed 18 months with signing of the contract. For Agencies, it is the end of June 09. Deputy Commissioner Munroe asked whom this could be arranged through. Motorola or United Radio? We will have one central focal point – agencies need a time line set to come up with the money.

Charlie Gabriel said information would be placed on the Website for your viewing. We are sending out letters for LOC’s and county agencies. The inventory will go to Sean Sparks and Lucy Howard.

Joe Rinefierd said he needs to know, (1) the cost of the portable radios by August for the fire department budgets; (2) discount applied to optional equipment; and (3) identify who is going to be the deposit for these – United Radio? How is it going to work?

The agencies need to let Sean Sparks and Lucy Howard know about additional radios needed.

Joe Rinefierd added that the Website is not clear on what needs to be done. Radios are specified with an option table with price – but we need to keep it simple for example in a package deal. Agencies need to know specifically what the radio is, price, options etc. The package needs to be set up to see everything at once on the Website.

Dave Stevenson recommended agencies putting the procedure in writing on their letterhead via e-mail by a Chief then we will publish the requests. Therefore, this way if anything is missed, the department will be able to review and come back to us with corrections.

Carl Loerzel said that United Radio needs a P.O. for anything to be ordered. There is a different time period for T/V fire departments budgets.

2500’s @ 20% = if you order these and want some 1500’s
1500’s = is discount still available? Yes.

Deputy Commissioner Munroe asked on the Website, where do people direct their FAQ's to. Charlie Gabriel said to direct them to him and he will work with Lucy Howard on responses back.

Commissioner Balloni suggested that we need to be careful to say "preliminary" when discussing our suggestions as they are not "set in stone" and agency input is welcome. The Team Leads need to include this term "preliminary" to manage their disciplines.

Meeting adjourned.