



## ONONDAGA COUNTY DEPARTMENT OF EMERGENCY COMMUNICATIONS

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**County Executive**  
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**John M. Balloni**  
**Commissioner**  
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Onondaga County Departmental Agencies  
OCICS Agenda  
February 14, 2008  
10:00 a.m. @ 911 Center

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**Present were:**

John M. Balloni, Commissioner, 911 Center  
Jo-Anne Munroe, Deputy Commissioner, 911 Center  
Lori Hable, Secretary to the Commissioner, 911 Center  
Sean Sparks, SODO, Technical Support, 911 Center  
Charles Gabriel, Onondaga County Consultant Radio Project  
David A. Stevenson, Onondaga County Consultant Radio Project  
Mark Lynch, Commissioner, DOT  
Thomas Gottstein, Sr. Management Analyst, DOT  
Karen Dromgoole, Specification Writer, Purchasing  
Debbie Donovan-Miller, Buyer II, Purchasing  
James Cerio, Director, Bldg, Maintenance & Operations, Facilities Mgmt

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Commissioner Balloni proceeded around the room for introductions of those present at this meeting.

Charles Gabriel explained the plan for replacing radios for the first responders in the City and County. Other departments in county government for replacement of radios would include Health Department, WEP and Facilities. Some agencies have surrendered their frequencies to us with approval of the FCC through a LOC (Letter of Concurrence). These agencies include T/Onondaga, Fabius, Lafayette, Easy Syracuse and Minoa. Letters were sent to these agencies, which are affected by these LOC's notifying them that their radios will be replaced. Tom Gottstein inquired about the Village of Fayetteville and if they are included in this mix. Charlie Gabriel said that they are not at this time but that Fayetteville Highway Department would not be contacted until sometime after this new radio system goes live and is operational. We have to define how the process is going to be done yet.

Charlie Gabriel drafted a letter to DOT last evening. The only Department of Transportations/highways involved are the ones that received a MOU/LOC.

Mark Lynch suggested sending a letter out to **all** the highway departments explaining who is involved in this process and who is not so that they are aware otherwise, all the highway departments will think they are getting new radios also. Everyone agreed. Commissioner Balloni said the letter should come from the County Executive office. Mark Lynch said on March 13, 2008 there is a highway meeting that the Commissioner could attend and speak at to notify the departments of this information. Mark Lynch will get back to Commissioner Balloni with the time and place of the meeting.

Commissioner Balloni addressed the Purchasing people and notified them that the Center is in the process of locating three new sites for three new towers. Sean Sparks said the contracts from last year for the build-out of towers expire in March. We are requesting that that contract expire and we do a new contract. Dave Stevenson said the tower bid would include site development this time (foundation, stone etc.).

Karin Dromgoole asked if we had a target date. Dave Stevenson said “no, not yet”. Karin said that she would start as soon as she gets the specs.

Dave Stevenson said Tower Kraft Engineering Services is supposed to be used for Vinette Tower to re-analyze for the loading of antennas. **Debbie Donovan-Miller will check on this to see where it is.**

Commissioner Balloni asked Purchasing is there is anything we can do to make the process go smoother. If there is, please let us know.

Charlie Gabriel said that we are on a time line with the SOW (Scope of Work) with Motorola, so we cannot hold up Motorola. The County has to be operational with all frequencies by the end of this year. The Federal Government (FCC) requires this or we stand a chance of losing frequencies. We need everyone’s full cooperation (county departments) in order to get this project accomplished.

Dave Stevenson said that the County would purchase generators off the existing bid as it is still in effect. Our previous sites had to have extensive work done at them to bring them up to working condition before the Microwave Company Alcatel would guarantee their work on towers with the new system. We try to use existing contracts if we can – we just need to keep this moving.

Dave Stevenson said that the Department of Transportation could assist us with site development. DOT did additional stoning for one of our sites. We still need some on roadways at sites. Mark Lynch requested a list of the sites. Dave Stevenson said it would be helpful if DOT would put in the initial driveway at the new sites. We are requesting the option to come to you. Mark Lynch said he would work with us or contract it out.

The electrical study was conducted on the generator at the Civic Center. We have the engineering firm waiting. We currently use 200 KW on wheels that has to be trailered to provide back-up power to the 911 Back-Up site. This doesn’t work with equipment at the Civic Center.

Recommending the existing generator be craned up to the roof of the Civic Center. This would then service the Civic Center and Back-up Site. It would create separate power to operate. The 400 KW on the roof now is still a good generator but not sufficient to run everything. In the OCICS Project, we set aside \$75,000 to move the generator to the roof.

Jim Cerio said he would set up a meeting with Jean Smiley, Brian and get the County Executive office on board. Commissioner Balloni will draft a letter to let them know this meeting is urgent and we need to move on this. We need to provide documentation of the engineering study.

Sean Sparks added that the Carrier air conditioning unit is also aged and does not provide redundancy and should be removed. Replace it with what we installed at Vinette Tower.

Commissioner Balloni asked if there are any questions. If you do have questions later e-mail him with them.  
([johnballoni@ongov.net](mailto:johnballoni@ongov.net)).

Sean Sparks thanked all the departments for making Phase one of this project successful. We were on time and under budget – Good Job!