



ONONDAGA COUNTY  
DEPARTMENT OF EMERGENCY COMMUNICATIONS

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Motorola Meeting  
OCICS – Kick-Off Meeting - Team leads  
**Policy & Procedures**  
**June 3, 2008**  
9:30 a.m. @ the 911 Center Main Conf Room

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**Present were:**

Charles Gabriel, Project Manager  
John M. Balloni, Commissioner, Project Administrator  
Lori Hable, Secretary to the Commissioner, 911 Center  
Ben Rinaldi, PSSS, 911 Center, Team Lead Policy & Procedures  
Chuck Combs, SODO, 911 Center, Team Lead Training  
Bob Haumann - Team Lead Syracuse Police (For Rick Rioux)  
Joe Rinefierd, Director, Team Lead County Fire  
Tony DiGregorio – Director, Team Lead EMS  
Bill Bleyle - Captain, Team Lead Onon Co Police Agencies  
Mike Downey, Team Lead NYSP  
Dave Steinberg – County Fire Chiefs

**Excused:**

Jo-Anne Munroe, Deputy Commissioner, Team Lead County 911  
Jeff Daly - Deputy Chief, Team Lead Syracuse Fire  
Ray Herrick, Team Lead Sheriff's Office

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**SODO Sean Sparks (Team Lead Technical)**

Sean handed out an updated Master Talk Group Plan DRAFT for review. Each User group is broken out 1-16. There are 16 channels in each bank. Sean reviewed each column on the form.

MON = Monitor

W/R – when requested

N = No, 911 does not monitor those

Y = Yes, 911 does monitor those

PRI = Priority 1 (highest rights in the system for public safety users) DOT's = Priority 2

REC = Recorded at 911

UTAC Direct = is not recorded

GOV = Governance

GE = Gold Elite (will appear on the system at 911)

Programming Template – (page 8)

A = Corresponds with Bank # on the front sheet

Joe Rinefierd requested MMRS 1 and 2 be placed in Bank 2 and not Bank 6. DOT's and Health should be in the same talk group. Sean Sparks will update this in the next Version 3.

OTAC – Countywide Interoperable = Off Network Channels (last page) will have a common frequency in every radio to talk to each other and it will be monitored by the TA position at the 911 Center.

Charlie Gabriel said that the Governance column is for each agency to use as a guide.

Bill Bleyle recommended not releasing this Talk Group Plan as Law Enforcement has made changes and they are not listed in this one yet. He needs the Police Chiefs sign off on this first before issuing the changes. Bill Bleyle will send the changes to Sean Sparks for now and he can update the sheet but this will not be finalized yet.

**Opening Remarks - PSSS Ben Rinaldi – Team Lead Policy & Procedures**

Ben will be working on the Policy and Procedures from all agencies. This will be a team effort with each agency to develop these P&P's. Chuck Combs will work on the training area. Ben Rinaldi requested all to review the MRD General Radio Procedures that he distributed. He also distributed Wyoming and Tennessee's Digital Trunked Radio System Handbook for review. We do not want to reinvent the wheel just fine tune it.

**Action Plan – Chuck Combs**

Chuck Combs said that under Action Plan, you need to make a priority list for your agency. This includes fire and EMS. Tony DiGregorio said that with the Med Frequencies, telemetry is not a part of this radio system. If we cannot send 12-lead, do they really need it? On the MMRS radio (base station at hospitals); we do need channel 16 to talk to any unit coming at them. Another question is does the County Executive office personnel need access to all channels? This will be up to the Governance committee to decide that. Chuck Combs said that these are all good questions and when they arise, please forward your questions to Ben Rinaldi for immediate response and distribution.

Bill Bleyle said law enforcement feels that with countywide interoperability and channel 16 there is not room in the radios. Their feeling is that some agencies have a greater need for talk groups. Law enforcement is looking at police interoperability – not all agencies in the City and County.

Bill Bleyle is requesting to move MMRS frequencies to Bank 2 (Public Safety Common), from Bank 6 (Law Enforcement Common). We really would not use MMRS with the Police frequencies so we could eliminate it from the Law enforcement bank. Sean Sparks will update that on the sheet.

If you are on the network, you can cross-zones to communicate. If you are off network, you cannot cross-zones to communicate.

The Team Leads all have reservations on the use of these radios and would like to be able to have some hands on with them in advance in order to make some of their decisions that need to be made within each agency. Once we do hands on, we will probably want to make some changes to our talk plans. Joe Rinefierd asked if we have a need for a policy on the transition of the cutover. Do we have a timeline for changes if they need to be made to the radios? No changes will be made to the talk plans until all agencies have cutover to the new radio system.

Charlie Gabriel contacted [Rick Angelillo from Motorola to see if we could schedule a session with him to go over the functionality of the radios for this group at our next meeting. Rick Angelillo agreed and is scheduled for Friday, June 13, 2008 at 8:30 at the 911 Center.](#) Sean Sparks said that we would keep the sample radios we currently have from Motorola and use them for our hands on session. All team leads agreed that they would like to feel comfortable with the new system and feel it would be beneficial to visit a site with the trunked digital system also. We could find out what they like, don't like, problems encountered etc. Sean Sparks will also get from Motorola a pamphlet on the use of the radios. Ben Rinaldi asked if any of the team leads had anything else to submit for the Policy & Procedures that was not submitted yet. The unwritten rule will have to be developed. Bob Haumann said that Rick Rioux would get SPD's Directive to Ben Rinaldi.

Joe Rinefierd expressed his "concern" about the change out of the radios as we still have too many unanswered questions. We still need to find out about the State fire frequencies etc. that was inquired about at the last Team Leads Status Meeting. Charlie Gabriel said to bring all your questions to the session on June 13 for Rick Angelillo. Bill Bleyle stated that at the next Transition Meeting we really need to identify all these issues prior to the installation of any radios. We would also like to review the timeline with the county. We need to build a list for the transition, and develop a game plan to make sure all agencies needs are addressed for the radio talk plan. Another question is do we keep the legacy equipment during the change out or not? Joe Rinefierd said it would be helpful if Motorola would meet with separate entities, Police - Fire - EMS to address all these questions. We have too many outstanding issues/questions yet to put a Governance plan into effect. Tony DiGregorio said that without the answers on the State frequencies that we need to keep, we cannot address the policy & procedures at the next Transition meeting scheduled.

Chuck Combs said he will add "Infrastructure development and Timeline" to the agenda.

Charlie Gabriel recommended the Team Leads looking at the RFP for the acceptance process. Joe Rinefierd said that what they were provided by Motorola was not complete; therefore, they do not have the complete RFP. Charlie Gabriel said that he would see to it that they get complete copies of this. Charlie requested to be kept in the loop with everything you send to Ben and Chuck.

Charlie Gabriel said that June 17, 18, 19 the staging of equipment takes place in Chicago. Commissioner Balloni will need to sign off on this portion in order for the equipment to be shipped to Onondaga County. Joe Rinefierd requested to know if there are discrepancies in the system prior to Commissioner Balloni signing off. Once the equipment is sent to Onondaga County, it must meet acceptance here also before signing off again. Charlie Gabriel said that he would send the Team Leads a check off list (outline). June 2009 the new radio system will be turned on.

Commissioner Balloni said we need to look at out of agency/area communications with the State/Madison County etc. We have agency specific questions.

- Bill Bleyle stated that as a committee, we thought that we would have the ability to reprogram the radios over the air. We are hearing now that this was not agreed upon with County government. The Chiefs of Police Association, EMS and Fire Associations feel that we need this option to be revisited. Commissioner Balloni said that he, along with a couple others, fought to have the OTAR, which is a software feature that runs about \$400.00 per-unit to install. It was one million dollars over a course of 10 years vs. \$2500 to reprogram each radio as needed. Management & Budget went with the \$2500 instead. The Team leads have a major concern with this when numerous agencies units radios need to be reprogrammed, is United Radio going to be able to handle them all ASAP. Commissioner Balloni said that he would bring this concern by all agencies to his boss at their next meeting. Bill Bleyle said that even if we could get a price break for the first year with Motorola that might help.

Charlie Gabriel said that the Meeting on June 13 with Motorola is your agenda. Fire away with your questions to make sure you feel comfortable with the new radio system and transition.

**[The Policy & Procedure Team Lead Committee will plan to meet after the June 13<sup>th</sup> meeting.](#)**

Bob Haumann asked if the Team Leads could get a list of agencies using the 450 system. Charlie Gabriel said he would get a list to everyone after this meeting.

Meeting adjourned.