CUYAHOGA COUNTY EMERGENCY SERVICES ADVISORY BOARD
COMMUNICATIONS COMMITTEE

Communications Committee Meeting Minutes

Date/Time: Wednesday September 9, 2020

Location: Tri-C Public Safety Village
          7029 Homewood Ave. Tri-C West
          Parma Heights, Ohio 44130

Attendees (Voting Committee Members)

NAME	Present	ASSOCIATION		ALTERNATE	Present
Steven Greene	X	**Chairman**			
Lisa Raffurty	X	**Vice Chair**			
Randy Kimbro	X	**Southwest Radio COG**		Lt. Tom Cramer	
Brad Handke	X	**City of Cleveland**		Courtney Newman	
John O'Flaherty	X	**City of Cleveland**		VACANT	
Cmdr. Debra Brumfield		**City of Cleveland**		Capt. Brian McEntee	
Jacquelynn Costa	X	**CECOMS**		VACANT	
Mark Christie		**Cuyahoga County EMA**		Adam Griffith	X
Melinda Burt		**Cuyahoga County Public Safety**		Nancy Kolcan	
Chief Papesh	X	**Fire**		VACANT	
Chief Schepp		**Fire**		Chief Carcioppolo	
Chief Bobak		**LE – Municipal**		VACANT	
Lt. Leff	X	**LE – Non-Municipal**		Craig Bollinger	
VACANT		**LE – Sheriff**		VACANT	
Chief Elliott		**MARCS User Group**		Chief Robinson	
Jim Heath	X	**MARCS User Group**		Chief Freeman	
George Balasko	X	**City of Parma**		Walter Samijlenko	
T. J. Martin	X	**City of Parma**		Mike Lasky	
Nick DiCicco	X	**Regional Dispatch**		Shawn Smith	
Ron Barlow	X	**Regional Dispatch**		Kristina Eich	
Mike Dever		**Public Works**		Dave Marquard	

Others in Attendance: C. Jones, S. Cartier, J. Branic, K. Friis, C. Newman, K. Lundy, P. Sweeney, D. Miller, S. Rega, J. Jarvis, S. Smith, L. White

AGENDA ITEMS

1. CALL TO ORDER / ROLL CALL / QUORUM DETERMINATION
- Called to order by Steven Greene at 11:02 AM.
- Roll Call conducted, 14 voting members present, quorum met.

2. PUBLIC COMMENT
- None

3. APPROVAL MARCH 11 MEETING MINUTES

- Lisa Raffurty motioned to approve March 11 minutes; Seconded by Steve Greene. Motion carried.

4. TIC PLAN UPDATE

- Adam Griffith advised Lisa Raffurty emailed the latest updates to the group..
- CASM – Communication Asset and Survey Mapping. Tool is sponsored by DHS. Adam Griffith said he is one of two people in the state that can create CASM accounts. The purpose of CASM is to create a county asset database. If interested in obtaining an account, contact Adam Griffith also said that it could be become a valuable tool inside the EOC.

5. GRANT RADIO BID UPDATE

- The Radio Project needs to be re-bid, one of the vendors on the last bid filed a protest; rebidding was the best method to turn it around. The project has not been rebid as of yet due to a glitch in the new County Procurement system.

6. EXERCISE/DRILLS FOR COM-L PARTICIPATION

- Adam Griffith the Presidential Debate scheduled for September 29th can be used as an exercise. He also advised the upcoming NFL Draft taking place April 29 – May 1, 2021 can used as an exercise as well.

7. ANNOUNCEMENTS/OTHER BUSINESS

- Dick Miller expressed multiple concerns about the lack of planning for the September 29 debate. Among the many issues he voiced concerns about system capabilities, Talkgroups that may not be in all radios and the failure to engage Brad (Cleveland Radio System) or MARCS in the planning process.

- Brad Handke also expressed concerns regarding the debate, unsure who will be completing the IAP or the Communications Plan.

- Steve Greene asked Brad Handke or Dick Miller to clarify the requirements to use the Countywide Interop Template in radios. Brad explained every user must have an I.D. assigned by the Radio System Administrator in order for the talkgroups to work.

- Nick DiCicco advised CVD-Brecksville will be hosting a ? course at Brecksville FD October 2nd, some seats are still available that the Communications Manager was reassigned to training

- Steve Greene announced radio equipment will be turned back in to Cuyahoga County by N. Royalton PD, if anyone is interested in the equipment reach out to Lisa Raffurty.

8. EXECUTIVE SESSION

- No Executive Session

9. NEXT MEETING

- Next meeting would normally be November 11but due to that being Veteran's Day the meeting has been rescheduled for November 4, 2020 at 11:00 a.m.

10. ADJOURNMENT

- Meeting adjourned at 11:52 a.m.