



**CUYAHOGA COUNTY EMERGENCY SERVICES ADVISORY BOARD  
COMMUNICATIONS COMMITTEE**

**Communications Committee Meeting Minutes**

**Date/Time:** January 13, 2021

**Location:** Online

**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	X
Eric Burchak	X	City of Cleveland	VACANT	
Cmdr. Debra Brumfield	X	City of Cleveland	Capt. Brian McEntee	X
Jacquelynn Costa	X	CECOMS	VACANT	
Mark Christie	X	Cuyahoga County EMA	Adam Griffith	X
Melinda Burt		Cuyahoga County Public Safety	Nancy Kolcan	X
Chief Papesh	X	Fire	VACANT	
Chief Schepp		Fire	Chief Carcioppolo	
Chief Bobak	X	LE – Municipal	VACANT	
Lt. Leff	X	LE – Non-Municipal	Craig Bollinger	X
Sgt. P. Devlin		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	X
T. J. Martin	X	City of Parma	Mike Lasky	
Nick DiCicco	X	Regional Dispatch	Shawn Smith	X
Ron Barlow	X	Regional Dispatch	Kristina Eich	
Mike Dever		Public Works	Dave Marquard	

**Others in Attendance:** C.Jones, K. Friis, M. Marino, A. Bradford.

**AGENDA ITEMS**

- 1. CALL TO ORDER / ROLL CALL / QUORUM DETERMINATION**
  - Called to order by Steven Greene at 11:05 a.m.
  - Roll Call conducted, 17 voting members present, quorum met.
  
- 2. PUBLIC COMMENT**
  - None

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**3. APPROVAL of November 4th MEETING MINUTES**

- T.J. Martin motioned to approve minutes from the November 4th meeting, seconded by Randy Kimbro. All yeas, no nays or abstentions. Minutes approved.

**4. NOMINATIONS AND ELECTIONS FOR VICE CHAIR**

- J. Costa nominated Lisa Raffurty for Vice Chair, seconded by T.J. Martin. All yeas, no nays or abstentions. Lisa Raffurty remains Vice Chair.

**5. COUNTY WIDE TEMPLATE**

- L. Raffurty provided the template via email.
- S. Greene explained the process to request talkgroups/channels; they have to be approved and fees may apply.
- B. Hanke provided an overview of how to get a template created and process to follow for clone keys on any of the three systems.
- G. Balasko stated that he can be contacted to clone keys and any other issues.

**6. LINK LAYER AUTHENTICATION**

- B. Hanke stated that link layer authentication can be added to any radio except for XTS radios. He also said that link layer authentication is to prevent people from getting on your radio network. Soft key software file is loaded on the computer to program any radio. A hard key is needed to change a radio.

**7. ANNOUNCEMENTS/OTHER BUSINESS**

- No one from County grants team was able to attend the meeting to provide an update on the progress of the grant radio purchase.
- S. Greene said he would contact B. Hanke and N. DiCicco regarding radio grant updates.
- L. Raffurty said that Cuyahoga County is recommending Motorola Solutions as the radio vendor.

**8. EXECUTIVE SESSION**

- None

**9. NEXT MEETING**

- Next meeting is scheduled for March 11<sup>th</sup> at 11:00 a.m.

**10. ADJOURNMENT**

- T.J. Martin motioned to adjourn, seconded by Steve Greene. All yeas, no nays or abstentions.
- Meeting adjourned at 12:06 p.m.