

**Communication Interoperability Working Group**  
**November 15, 2005**  
**Minutes**

**WELCOME, PUBLIC COMMENT AND REVIEW OF MINUTES:**

The meeting was called to order at 1305 by the Chair, Mike Varney. The following individuals were in attendance: Roy Piper (DEMHS), Stephan Brown (DOT/Bradley), George Carbonell (ConnDOT), Robert DiBella (Glastonbury EMD/DEMHS), John Gustafson (CMED-NH), George Pohorilak (OSET), Gordon Shand (DPH), Mike Stemmler (CSP), Matt Valleau (CAP/CSP), Mike Varney (DOIT/CFCA), Keith Victor (West Hartford/CREPC), and Jerry Zarwanski (OSET); Christopher Marvin (CREPC/Manchester FD); Phil Mikan (USCG); Jonathan Barleagallo (Hartford Hospital); Paul Jakubson (CPCA/Madison PD); Bernie O'Donnell (DOIT); Dan Stebbins (USAO); Libby Graham (DEMHS); Robert Muller (NHPD); Don Shanley; Vincent Sciortino (14<sup>th</sup> CST); Leo Guilmette (ICTAP); Doug Harder (ICTAP) and Lee Toffey (secretary)

There were no public comments.

Minutes of the last meeting reviewed; motion to accept by John Gustafson, second by Mike Stemmler, unanimous/moved and will be posted on the DEMHS website.

Doug Harder and Leo Guilmette from ICTAP were in attendance and due to travel constraints were allowed to speak first.

A. Spoke on the ITAC/ICALL coverage for all 34 sites. Included in book provided are summary maps of the entire state. PowerPoint slides available to see changes with 5 new sites proposed. Engineer available if needed.

B. Per Mike Varney will meet with SWRPA and state participants in January regarding Norwalk Project (TIC Plan) format and review contents of exercise plan. Per Leo there is a Monday (11-21-05) morning exercise meeting with Norwalk and the workshop will have an exercise planner from ICTAP.

C. CEDAP grant discussed and ICTAP will help with jamming problems if they arise. Discussion progressed to STOCs, 2.5 vs. 5 watt; waiver t-band channels; P16 and P25 Compliance Specifications.

**SUB-COMMITTEE REPORTS:**

A. Technical Committee: George Carbonell advised that they are waiting on additional samples before they meet to test the equipment. Gordon Shand expressed if black box STOCs are limited to 2.5 watts there may not be equipment to put into the boxes, looking at 5-6 watts to satisfy some of the problems. Discussion ensued and Gordon will take the issues back to the subcommittee for review.

B. Governance Committee: No meeting

C. Training & Exercise Workgroup: No meeting.

**REPORT OF INTEROPERABILITY USAGE AND INCIDENTS:** none reported

#### **OLD BUSINESS:**

- A. Portable Radio Inventory & Training Programs: Mike Stemmler spoke of inventory regarding what was issued and what can be verified. Gordon Shand has EMS list of who never received radio. Roy Piper to search Chuck Beck's old files for initial inventory distribution list.
- B. ITAC/ICALL Test & Training Issues: none
- C. UASI: no discussion
- D. Homeland Security Grant Program: Per Libby Graham – 2003: working with DPS to spend down the remaining 2 million dollars of funding; 2004: \$6.3 million in requests processed; 2004: over \$500,000 in requests processed.
- E. Tactical Interoperable Communication Plan: See above ICTAP info before sub-committee reports.
- F. RFP for master catalog: should be advertised this month.
- G. STOCs equipment: see above
- H. Request from CT-IMT4: Mike Varney advised they will meet soon and have a list of people who need to be onboard.
- I. January 2006 report to Legislature: draft document presented at Coordinating Council meeting. Section for Interoperability Committee included.
- J. IAFC Interoperability Conference Springfield, MA. – Very good one day conference. Explored planning, governance, and structure.

#### **NEW BUSINESS:**

- A. CEDAP Phase II Grant: closes January 13, 2006. Jack Leonard of DEMHS is doing the SAA review – if he sees ICRI or RIOS requests he will refer it to Roy Piper for subcommittee review.
- B. Prime Mover Radios: Paid for with FY2003 grant funds. The Prime mover has only one radio – analog but all are trunking radios. Decon Trailer – once deployed the communications system is put online.
- C. DEMHS VHF radios: OEM specs from Bob DiBella to Mike Varney. Per Bob, area meeting are taking place. EOC systems should be enhanced and he along with the area coordinators are working with municipalities to make the system work. Per John Gustafson – the Area 2 radio should be in Middletown at the office, not off-site.
- D. Other:
  - a. Bob DiBella had invited Dan Stebbins to attend the meeting and was in attendance along with Staff Sgt. Sciortino of the 14<sup>th</sup> Civil Support Team. Dan advised that CST and CSP to meet to see how the systems work together; very successful trial at Rentschler Field Stadium – Mike Stemmler discussed how the resources were linked together to intercommunicate. A suggestion was made that quarterly exercises be instituted to practice and train with communications. Gordon Shand suggested including the hospitals who should test more frequently. Discussion on the benefits of partnering with Federal and Military assets.
  - b. ITAC/ICALL: Paul Jakobson suggested expanded use of ITAC/ICALL beyond command and control. To be discussed at next meeting.
  - c. Mike Stemmler expressed concerns that additional frequencies were being added and programmed into the State-owned portable hand-held ITAC/ICALL radios. Discussion will prove to be lengthy – special meeting to discuss this issue scheduled for November 29<sup>th</sup> at 1300 hours, location to be determined.

**CORRESPONDENCE/GRANT REVIEWS:**

- A. Interoperability Communications equipment requests processed are listed on Agenda. Bridgeport is still in review; Trumbull, Glastonbury, Durham and Bethlehem have been approved.

**NEXT MEETING:**

Next meeting will be **December 20, 2005, location to be determined.**

Meetings open to the public.

Minutes will be posted to DEMHS website.

Meeting adjourned at 1520 hours.

**Communication Interoperability Working Group**  
**November 29, 2005**  
**Minutes**

**Special Meeting – Dept. of Transportation – Rocky Hill, CT**

**WELCOME AND PUBLIC COMMENTS:**

The meeting was called to order at 1317 hours by the Chair, Mike Varney. The following individuals were in attendance: Roy Piper (DEMHS), Stephan Brown (DOT/Bradley), George Carbonell (ConnDOT), Robert DiBella (Glastonbury EMD/DEMHS), George Pohorilak (OSET), Gordon Shand (DPH), Mike Stemmler (CSP), Matt Valteau (CAP/CSP), Mike Varney (DOIT/CFCA), Keith Victor (West Hartford/CREPC), and Jerry Zarwanski (OSET); Christopher Marvin (CREPC/Manchester FD); Jonathan Barleagallo (Hartford Hospital); Paul Jakubson (CPCA/Madison PD); Rosemary Salerno (DPS); Capt. Robert Tolomeo (DPS); Scott Wright (DPS); Jeffrey Otto (QVEC); William Perkins (UCONN Health Center); Bill Austin (CREPC) and Lee Toffey (secretary).

There were no public comments.

Questions to be addressed: Municipalities have added frequencies to the ITAC/ICALL radios since distribution. Should there be a change in policy, and if so, what additional processes should be in place? If the policy is not to change, what will be our policy for those municipalities who are in violation?

George Pohorilak asked if there was a formal vote by CRCOG I to initiate the reprogramming of the radios. Per Keith Victor, yes by the ESF2 subcommittee and then approved by Bill Austin, Chairman of CRCOG.

Gordon Shand requested that we entertain the possibility of adding the STOC's (or CTGD) frequencies to the ITAC/ICALL and program all radios identically to preclude the programming in of anything else. Discussion ensued on the number of channels available in the radio 16 vs. 48, and it was concluded that there are three banks of 16 channels on each radio.

Mike Varney went on to discuss the initial policy, which stated that no change was to be made in the configuration of the radios based on issues of usability, maintenance, and licensure. The issue was revisited in May 2005 and the policy was maintained by a 16 to 1 vote. This policy has also been reiterated at every training session given for both the portables and the base stations.

Mike Stemmler stated that the original intent was to produce a statewide system leveraged off Dept. of Public Safety. DPS offered to be a single point of contact to license and maintain the system. There are licensure issues in regards to the portable radios, the control stations, and the control stations and portables in the decon trailers and prime movers. Much of this equipment is on the inventory for Public Safety but is not in DPS control. He had three questions:

1. Is this to be a statewide system and not a regional one?
2. What about the inconsistency with FCC rules? – should not happen on a statewide system.
3. Is there going to be any control over the radios?

Discussion on the previous issues continued.

Paul Jacobson suggested keeping banks 1 and 2 for the State frequencies and allowing the 3<sup>rd</sup> bank to be used for local frequencies. Bill Austin advised that by adding the local frequency people use the radios more thereby insuring familiarity. He suggested giving the radios to the Towns to maintain. Bill Perkins, speaking as an end user, stated that he bought extra batteries out of Town funds to facilitate ease of use.

Mike Varney suggested that even if the radios are to be given to the towns, DPS should be in charge of maintenance so the system doesn't fall apart as TIMS did. He asked if there was anything to preclude the committee from coming up with a new policy to let the towns add frequencies. DPS, CRCOG and the rest of the committee all said no.

The following motion was made: Should the committee develop a process to allow for the addition of frequencies to the ITAC/ICALL portable radios, bank 1 ICALL/ITAC, followed by STOCS, and bank 3 local/regional use? Moved by Roy Piper; seconded by Keith Victor; approved unanimously.

The processes of obligations, licenses, and use to be addressed at a future date.

With regard to establishing the policy wording and process to allow these changes; the technical subcommittee will do this as it has in the past and will submit the process at the next regular committee meeting.

Also on the agenda for the next meeting: 1) What to do regarding the control stations. 2) How will the 34 vehicle based radios be licensed?

Other Business: ICTAP has the CASM software for the inventory and will have training sessions on the process to input information on Dec 14, 2005 in the Fairfield area and Dec. 15, 2005 in the Hartford area.

Meeting adjourned at 1504 hours.

Next meeting is December 20, 2005 at 1300 hours.