

**ESSEX COUNTY REGIONAL COMMUNICATIONS CENTER
JOINT MEETING OF: FINANCIAL ADVISORY BOARD, POLICE
ADVISORY BOARD, FIRE ADVISORY BOARD, EXECUTIVE ADVISORY
BOARD**

AGENDA

Place of Meeting:

Topsfield Public Library
One South Common Street
Topsfield, MA 01983

Date and Time:

May 20, 2016
09:00 am

1. Public Comment
2. CAD and RMS Update:
 - a. Discussion with Spillman Representatives in Attendance
 - b. Update on virtualization prospects with Spillman
 - c. Review procurement and contract documents that list the various specifications that Spillman took exception to as part of its original proposal for CAD and RMS software.
 - d. Status of May Patch for Spillman Accident Report
 - e. Status of Progress toward September Spillman Criminal Complaint Application
 - f. Future Spillman Inclusion of Mass Trial Court form
 - g. Update Regarding Front-end Solutions that may Serve to Make Spillman More User Friendly
3. Approval of Joint Meeting minutes from 4/15/16
4. Director's Report
 - a. Discussion regarding proposal to provide dispatch services for the MBTA
 - i. Services to be offered
 - ii. Costs to be incurred
 - iii. Pricing of services
 - b. Operations and Management Audit
 - c. Call Taker-Dispatcher model
 - d. Other items
5. IT Manager Update on Virtualization – elimination of client-side software (web browser based connection)

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6. Status of Development of Three-Year Plan to Maintain Budget Solvency
 - a. Single submission to State 911 Grant Program
 - b. Other strategies

7. Development Grant Update
 - a. Emergency Notification Software Procurement
 - b. Scheduling Software Procurement

8. Budget Director's Report:
 - a. FY16 Operating Budget status – vote regarding Wenham Radio funding
 - b. FY17 Operating Budget status
 - c. Breakdown of personnel costs, State funds vs. Cherry Sheet Revenue

9. Vote Relative to Use of Remnant MAPC Grant Funds and Implementation of Purchases via Town of Middleton
 - a. Funds were intended for general upfront costs, approx. \$8,000
 - b. Review actual proposal from RECC for the use of these funds.

10. Framework for services delivery contract from RECC to interested, non-municipal entities, such as CMED or MBTA. Perhaps model after Wireless, N-601 Contract.

11. Discussion Relative to New Prospective Members or Clients:
 - a. Newbury – may have more interest with third-party software front end
 - b. Merrimac – may have more interest with third-party software front end
 - c. Lawrence
 - d. CMED (including review of Winborne Study)
 - e. Fire or Police-only services
 - f. Others

12. Items that Could not be Reasonably Anticipated by the Chairman until After the Meeting Posting Deadline