

**PROJECT IMPLEMENTATION TEAM
800 MHz UPGRADE PROJECT**

**MARCH 11, 2008
1:30 PM
HURON VALLEY AMBULANCE
MEETING MINUTES**

The meeting was convened at 1:30 PM.

MEMBERS PRESENT: Dan Carpus, Jack Ceo, Al D'Agostino, Dave Halteman, Jeff Lewis, Scott Patton, Craig Swenson, Ed Toth, and Spring Tremaine.

OTHERS PRESENT: Tracie Chapman, Dan Robinson, and Chuck Thompson.

ABSENT: Ed Dziubinski, and Jeff Fulton.

APPROVAL OF AGENDA:

Moved Halteman, Seconded D'Agostino to approve the agenda as distributed. Approved: Unanimous. Absent: Dziubinski and Fulton.

APPROVAL OF MINUTES OF THE MEETING OF DECEMBER 7, 2007:

Moved Halteman, Seconded Carpus to approve the minutes of the March 4, 2008, meeting as distributed. Approved: Unanimous. Absent: Dziubinski and Fulton.

OLD BUSINESS:

a. Craig Swenson and Scott Patton gave an update of the Project Oversight Committee meeting that took place on Monday, March 11th. As part of that update, it was stated that Motorola has come forward with a proposal for simulcast VHF radios for fire paging. POC handed that off to our group for consideration and recommendation back to them. It will be discussed at the next meeting. It was also recommended that some group go around and give updates on the project to all Township boards, and City Councils, as well as the County Board of Commissioners. Craig also mentioned the fact that it appeared in preparation for the meeting that there was some question over what equipment was quoted in Tony Coppa's figures given to us on Friday, March 7 and what additional charges there might be for Project Oversight, Engineering, Training, etc.. It was decided that there would be a meeting with Tony Coppa, Mike Strother, Eileen, Jack Ceo, and Craig on Thursday, March 13th to answer those questions and resolve the issues.

b. Craig Swenson updated the committee on the counts for the Sheriff's office count of portable radio chargers, and the verbal justification we had received from Commander Egeler for the number that exceeds the number of portables they are receiving. This need is based on giving a single charger to all admin staff, and every member of SWAT and HNU. Then, with the number of sub-stations they have, they need bank chargers with greater capacity than the number of radios that will be assigned there in order to conserve electrical outlets.

NEW BUSINESS:

a. Dan Robinson and Chuck Thompson from the MPSCS were here to give an overview of the Templating process. Dan went through a Power Point presentation of the issues that he could think of. Several points were made during the presentation. First, Dan indicated that many agencies make the process way too complicated, and end up designing Talk Groups that will get little, if any, actual use. He did say that in naming Talk Groups, we can use a maximum of seven characters. He suggests that the first two characters should be our county number, 81. He did point us to several counties who he thought had done a good job of templating. They offered their assistance in our efforts.

b. They also mentioned that we should be sure that the radios included in the Motorola bid should include the Multi-Key feature for those that we want to use encryption on, and that the portables have ID display.

The meeting was adjourned at 3:02 PM.

NEXT MEETING DATES:

Tuesday, March 18, 2008 at 1:00 PM at HVA.