



# Dukes County Sheriff's Office

## MVPSCS

(Martha's Vineyard Public Safety Communications System)



### **JOINT MEETING OF MVPSCS COMMUNICATIONS FINANCIAL ADVISORY BOARD AND MVPSCS PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD**

#### **Meeting Minutes**

The regular meeting was called to order by Lt. Col. Graczykowski at 1008 Hours on November 15, 2022 at the Dukes County Sheriff's Office Administrative Offices, Conference Room, 9 Flight Path, Vineyard Haven, MA 02568 and simultaneously via Zoom, Meeting ID 850 7897 5320.

#### **In Attendance**

Chief Randhi Belain, Aquinnah Police Department  
Chief Jeremy Bradshaw, Chilmark Fire Department  
Cpt. Anthony Gould, Dukes County Sheriff's Office  
Lt. Col. Peter Graczykowski, Dukes County Sheriff's Office  
Chief Jonathan Klaren, Chilmark Police Department  
Chief Bruce McNamee, Edgartown Police Department  
Chief Matthew Mincone, West Tisbury Police Department  
Sheriff Robert W. Ogden, Dukes County Sheriff's Office  
Chief Greg Pachico, West Tisbury Fire Department  
Jennifer Rand, Town Administrator, Town of West Tisbury  
Chief Ben Retmier, Tri-Town Ambulance  
Chief Alex Schaeffer, Edgartown Fire-EMS Department  
Chief Jonathan Searle, Oak Bluffs Police Department  
Sgt. Andrew Silvia, Tisbury Police Department  
Jonathan Snyder, Finance Director, Town of Tisbury

#### **Absent**

Simon Bollin, Aquinnah Fire Department  
Timothy Carroll, Town Administrator, Town of Chilmark  
James Hagerty, Town Administrator, Town of Edgartown  
Mgr. Tracey Jones, Tisbury EMS Department  
Chief Greg Leland, Tisbury Fire Department  
Jeffrey Madison, Town Administrator, Town of Aquinnah  
Chief W.F. Nelson Wirtz, Oak Bluff Fire-EMS Department  
Deborah Potter, Town Administrator, Town of Oak Bluffs

#### **Public Comment**

No public comment was provided.



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### Approval of Minutes

- At the November 15, 2022 Joint Meeting, the Public Safety Communications Advisory Board achieved a quorum (13 in attendance out of 10 minimum, and 18 full membership), and was able to take action on the approval of minutes. The Communications Financial Advisory Board did not meet the quorum threshold (3 in attendance out of 4 minimum, and 7 full membership), and could not act on the approval of minutes.
- The Public Safety Communications Advisory Board reviewed the draft minutes of their May 5, 2022 meeting. Chief Belain made a motion to approve as drafted, Cpt. Gould seconded, and the motion passed unanimously by a roll call vote of eligible members.
- The Communications Financial Advisory Board reviewed the draft minutes of its December 1, 2021 meeting; however, could not act on approval. The Board's meeting with a threshold quorum is to be scheduled prior to December 10, 2022 deadline for filing Town Meeting warrant articles in the Town of Edgartown.

### New Business

- Cpt. Gould provided an update on the system replacement and development to the Boards, including the updates to the backhaul network and upgrading Mobile Command Unit (MCU). Chief Searle inquired about the correct list of matching officer names, assigned portables and numbers in QED CAD/RMS system, and Cpt. Gould requested that each department transmit a list to conduct a reconciliation and match. Chief Pachico and Chief Bradshaw mentioned that Fire paging system was still experiencing issues, and Cpt. Gould responded that further development is ongoing, along with other digital secondary systems already available, such as Zello and Bryx, with administrative access that can be provided to Chiefs to allow assigned employee use and access level. Chief Bradshaw also stated that additional mobile subscriber units were needed by his department. Chief Schaeffer mentioned that Edgartown Police Department was provided a link to report system issues, and would like to use the same reporting system for Fire Department paging issues. Cpt. Gould provided a link to the reporting system at <https://help.mvpscscs.org>. Chief Schaeffer also mentioned a new ambulance vehicle arrival, and Cpt. Gould stated that in order to assure compatibility and compliance with the radio system parameters, vehicle upfitters can be given specification for pre-work, and ACSi should do final radio equipment installation and maintenance. Chief Belain mentioned he had similar upfit scenario, and Cpt. Gould responded ACSi can coordinate installation services with at least 1-week notice. Chief Pachico requested the Edgartown microsite update, and Cpt. Gould responded that the December 15, 2022 project completion remained a good estimate; however, the microsite remained a temporary solution until a site can be identified by Edgartown to construct an originally intended stand-alone radio tower to provide optimal coverage.
- Cpt. Gould reviewed the FY23 Development Grant funding award of \$708,066, which covers the high priority items - Chappaquiddick WISP microwave backhaul and Leonardo 4-channel DFSI, with the remaining funds to be re-allocated based on most urgent need, with particular focus on EOC dispatch and generator and Oak Bluffs microsite. The Sheriff's Office will include the normal and low priority items in its FY24 Development Grant application.



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- The Boards next reviewed FY2024 budget request of \$245,217.00. The requested contractual costs include ACSi Radio System Maintenance Contract, AviatCare Backhaul System Maintenance Contract and ASNE Generator Maintenance Contract. Comcast Backhaul Connectivity Contract is no longer needed due to new microwave connection. The costs are firm contractual amounts and not estimates, as the system is close to full development and virtually in true maintenance phase. The overall maintenance cost decreased \$36,477.24 from FY23. Chief Schaeffer acknowledged the kept promise of eliminating the leased Comcast connectivity lease cost. Chief Klaren made a motion, Chief Bradshaw seconded, and the Public Safety Communications Advisory Board voted unanimously to recommend to the Communications Financial Advisory Board the approval of the FY 2024 Budget Request in the amount of \$245,217.00. The FY24 actual costs are apportioned, as follows.

### **FY24 Budget Apportionment** - Coop. Agreement for Emergency Communications and Dispatch Services

FY22 Dispatches	Dispatches	Variable Share	Equal 1/6 Share	Avg. FY24 Share	FY24 Budget Request
Aquinnah	1,141	2.48%	16.67%	<b>9.57%</b>	<b>23,476.97</b>
Chilmark	2,782	6.05%	16.67%	<b>11.36%</b>	<b>27,852.32</b>
Edgartown	13,405	29.15%	16.67%	<b>22.91%</b>	<b>56,176.12</b>
Oak Bluffs	13,381	29.10%	16.67%	<b>22.88%</b>	<b>56,112.13</b>
Tisbury	9,925	21.58%	16.67%	<b>19.12%</b>	<b>46,897.50</b>
West Tisbury	5,351	11.64%	16.67%	<b>14.15%</b>	<b>34,701.97</b>
All Dispatches	45,985	100.00%	100.00%	100.00%	<b>245,217.00</b>

- Lt. Col. Graczykowski brought up for discussion the maintenance costs transition from Town Meeting warrant articles to operating budget items due to the relative stability of the costs going forward, and the agency's ability to negotiate longer term contracts with discounted pricing, subject to appropriation clause. The Boards discussed the request, with Mr. Snyder proposing that costs could be allocated to specific Public Safety departments, and Ms. Rand suggesting that the regional system maintenance cost allocation could be a single Public Safety line item in a municipal budget.

### **Old Business**

- Chief Belain inquired about the deployment of the Public Service subscriber units, and Cpt. Gould responded that after deploying mobile subscriber units to priority departments, such as Harbormaster and Shellfish prior to summer season, other departments, such as Animal Control and Highway would receive mobile units by mid February 2023.

### **Next Meeting**

The next regular meeting will be scheduled at the Dukes County Sheriff's Office Administrative Offices, Conference Room, 9 Flight Path, Vineyard Haven, MA 02568 and simultaneously via Zoom; as needed, and announced and posted in accordance with Open Meetings Law.



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Motion to adjourn was made by Chief Belain at 1051 Hours, seconded by Chief McNamee, and passed unanimously.

Prepared by:

A handwritten signature in blue ink, appearing to read "Peter Graczykowski".

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Lt. Col. Peter Graczykowski