



Dukes County Sheriff's Office

MVPSCS

(Martha's Vineyard Public Safety Communications System)



MVPSCS PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD

Meeting Minutes

The regular meeting was called to order by Lt. Col. Graczykowski at 1402 Hours on November 15, 2021 at the Tisbury Fire and EMS Station Meeting Room, 215 Spring Street, Vineyard Haven, MA 02568.

In Attendance

Chief Randhi Belain, Aquinnah Police Department
Chief Jeremy Bradshaw, Chilmark Fire Department
Lt. Bill Brigham, Tisbury Police Department
Lt. Col. Peter Graczykowski, Dukes County Sheriff's Office
Chief Jonathan Klaren, Chilmark Police Department
Chief Greg Leland, Tisbury Fire Department
Chief Bruce McNamee, Edgartown Police Department
Chief Greg Pachico, W. Tisbury Fire Department
Chief Alex Schaeffer, Edgartown Fire-EMS Department
Chief W.F. Nelson Wirtz, Oak Bluff Fire-EMS Department

Absent

Chief Erik Blake, Oak Bluffs Police / Fire Department
Chief Simon Bollin, Aquinnah Fire Department
Cpt. Anthony Gould, Dukes County Sheriff's Office
Mgr. Tracey Jones, Tisbury EMS Department
Chief Matthew Mincone, W. Tisbury Police Department
Chief Ben Retmier, Tri-Town Ambulance

Public Comment

There were no members of the public in attendance.

Approval of Minutes

The Board reviewed the draft minutes of the July 29, 2021 meeting of the MVPSCS Public Safety Communications and Communications Financial Advisory Boards. Chief Pachico made a motion to approve the minutes as drafted, Chief Belain seconded, and the motion passed unanimously by a roll call vote of eligible members on behalf of the Public Safety Communications Advisory Board. The Financial Advisory Board will be asked at its next scheduled meeting to hold a roll call vote to finalize the draft minutes approval.

New Business

- The Board reviewed Maintenance Order # 1 for FY 2022. The Board discussed the increase in the ACSi Equipment Maintenance Contract due to complete sites' coverage and corresponding decrease in Warranty and Upgrades Exclusions budget; increase in Backhaul Connectivity Costs due to Edgartown "microsite" addition; Hardened Sites Generator Maintenance as budgeted; decrease in RECC Maintenance budget; and decrease in Hardened Site Generator Utilities and Fuel budget due to the Sheriff's Office absorbing these operational costs into its budget. The total FY22 spending came in \$3,861.22 below the not to exceed estimate of \$250,282.46.



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Chief Schaeffer requested that additional information be provided for the next meeting regarding the reason for the higher cost of the Chappy WISP Backhaul Connectivity Costs. Chief Nelson made a motion, Chief Bradshaw seconded, and the Board voted unanimously to recommend to the Communications Financial Advisory Board the approval of the Maintenance Order # 1 for FY 2022 in the amount of \$246,421.24, as essential to the maintenance of the Martha's Vineyard Public Safety Communication System. The FY22 actual costs are apportioned, as follows:

FY22 Actual Costs - Cooperative Agreement for Emergency Communications and Dispatch Services

FY20 Dispatches	Dispatches	Variable Share	Equal 1/6 Share	Avg. FY22 Share	FY22 Actual Costs
Aquinnah	998	2.17%	16.67%	9.42%	23,203
Chilmark	2,724	5.91%	16.67%	11.29%	27,818
Edgartown	12,880	27.95%	16.67%	22.31%	54,970
Oak Bluffs	11,529	25.02%	16.67%	20.84%	51,358
Tisbury	12,602	27.34%	16.67%	22.01%	54,226
West Tisbury	5,353	11.62%	16.67%	14.14%	34,846
All Dispatches	46,086	100.00%	100.00%	100.00%	246,421

- The Board next reviewed FY2023 budget request of \$281,694.24. The requested contractual costs include ACSi Radio System Maintenance Contract, AviatCare Backhaul System Maintenance Contract, ASNE Generator Maintenance Contract and Comcast Backhaul Connectivity Contract. The costs are firm contractual amounts and not estimates, as the system is close to full development and is moving to true maintenance phase. The increase from FY2022 costs is attributable to the addition of AviatCare Backhaul System Maintenance Contract at \$35,273.00. Chief Schaeffer made a motion, Chief Pachico seconded, and the Board voted unanimously to recommend to the Communications Financial Advisory Board the approval of the FY 2023 Budget Request in the amount of \$281,694.24, as essential to the maintenance of the Martha's Vineyard Public Safety Communication System. The FY23 actual costs are apportioned, as follows:

FY23 Budget Apportionment - Coop. Agreement for Emergency Communications and Dispatch Services

FY21 Dispatches	Dispatches	Variable Share	Equal 1/6 Share	Avg. FY23 Share	FY23 Budget Request
Aquinnah	988	2.25%	16.67%	9.46%	26,648
Chilmark	2,910	6.64%	16.67%	11.65%	32,823
Edgartown	13,481	30.75%	16.67%	23.71%	66,781
Oak Bluffs	11,053	25.21%	16.67%	20.94%	58,981
Tisbury	10,506	23.96%	16.67%	20.31%	57,224
West Tisbury	4,907	11.19%	16.67%	13.93%	39,238
All Dispatches	43,845	100.00%	100.00%	100.00%	281,694



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- Chief Pachico requested 6 additional portable subscriber units for the W. Tisbury Fire Department, and inquired about the deployment timeline for the public service subscriber units. The public service radios are procured with FY22 grants funds and will be deployed during FY22 grant period.
- Chief Schaeffer provided positive feedback on the implementation of page dispatches.

Next Meeting

The Board requested that future meetings be again held jointly with the Financial Advisory Board. The discussion focused on the scheduling difficulty and manageability of the larger group in context of a purely technical vs financial aspects of the agenda, as well as the requirements of the Cooperative Agreement language, which outlines two Advisory Boards as separate entities. The Board's recommendation will be presented to the Sheriff for consideration. The next regular meeting will be scheduled as needed, and announced and posted in accordance with Open Meetings Law.

Motion to adjourn was made by Chief Belain at 1453 Hours, seconded by Chief Nelson, and passed unanimously.

Prepared by:

Lt. Col. Graczykowski