Massachusetts Communications Supervisors Association
Meeting Minutes for February 21,2001
Bluebonnet Restaurant, Northampton

Meeting Opened at 0845 hrs.

Attendance: Rita Burke; Butch Garrity; Wilber Bolden; Reid Bagley; Steve Cote; Dave Hansen; Pat Emerson; Diane LaCasse

1. Secretary's Minutes
   a. Steve made a motion to accept the November minutes, Butch seconded and so accepted. Dave made a motion to accept the January minutes, Butch seconded and so accepted.

2. Treasurer's Report
   a. Butch handed out copies of his report.
      Account opened 10/2000 with $309.00
      $150.00 check to IRS for tax exempt status
      $2.75 check to postmaster for mailing expenses
      $6.00 service fee charged by bank 10/30/00
      $6.00 service fee charged by bank 11/30/00
      $35.00 check to Comm of Mass for filing as non-profit organization
      $6.00 service fee charged by bank 12/31/00
      $103.25 is balance as of 12/31/00
   b. The tax exempt status is still pending.
   c. Butch presented the following organizational update:
      October 2000 - filed for tax exempt status
      articles of organization
      application for federal employee ID #
      November 2000 - Comm of Mass returned organization articles with a hit list, corrections made and resubmitted in early December
      January 2001 - received a federal employee ID number
      received paperwork from state Office of Unemployment requesting information about the number of employees. This has been filled out and returned to the state.
   d. Butch pointed out the recurring monthly fee charged by the bank and the impact it is having on our deposit. He advised he will be looking for a bank that will provide our organization with free checking. He will report his findings to the membership.

e. Butch presented the notebook for all to look at that contains all the documents filed with the federal and state agencies for our association.
f. The topic of dues was discussed and it was agreed that member agencies will not be billed until the tax exempt status is established.

3. Membership:

a. Introduction of new members present: Eric Damato, North Central Connecticut EMS Council. Eric is with the CMED located at 120 Holcomb St., Hartford, Ct. 06144. Eric spoke to us about that states OSET, Office of Statewide Emergency Communications. The state pays for the training program for dispatchers. The program consists of 150 hours of training which is done at state police headquarters in Meriden. Upon completion the certified dispatcher is able to work at any location in the state. A dispatcher is hired by a comm center then must complete the training program within 24 months. This training is mandatory for both full and part-time dispatchers.
b. Current group size consists of 19 member agencies with multiple representatives from some agencies. An updated list is being compiled.

4. State Organization

a. The next meeting had been scheduled to be held in the eastern part of the state. That has been postponed to possibly in April. At the time of the first eastern meeting there will be no west meeting for that month. All western members are encouraged to attend the first eastern meeting.
b. Jim is attempting to contact State Representative Reinstein and invite her to address us concerning her proposal, House Bill 1270, addressing dispatcher standards.
c. Eric advised Connecticut has MECCA, an organization similar to ours. They have a legislative "watch dog", a member of their organization, who keeps the membership informed regarding pertinent legislative initiatives. We may wish to consider this with the expansion east.

5. Training

a. Northampton is conducting an APCO Basic Telecommunicator class the week of March 5th. The class is full.
b. The MSP is sponsoring a Medical Priority EMD class Feb 28, Mar 1 and 2nd. Free lodging at the state police academy.
c. Butch reports the domestic violence intervention for dispatchers held

Jan 17th in Dalton had 18 attendees and was approved for 3 EMT credits by OEMS, approval number #215622.
The FBI Crisis Negotiations class held Feb 6th in Amherst had 25 attendees and was approved for 4 EMT credits by OEMS, approval number #215621.
Future training classes to include hazmat responses, and a railroad incidents response.
The training committee is looking to put together a tabletop mass casualty drill in Franklin County possibly in May.

d. Rita discussed the FBI Crisis Negotiation & Intervention class held at Amherst College. We would possibly schedule this again for the dispatchers who had planned to come but were unable due to the storm the previous day.

6. Standards Committee

a. Report from the Standards Committee on:
   Shift Supervisors
   Dispatch Center Manager
b. Discussion on adopting the above Standards.
c. Butch passed out a new second page. It was decided to table discussion until the next meeting anticipating a larger group.

7. Education & Training Committee

a. Status report on development of list of available trainers.
   It was agreed to delay this until the standards are established. At that time the committee will poll the members to establish a list of in-house trainers.

8. Other Business

a. There was some discussion of the Atlantic chapter of APCO holding its conference in Berkshire county this year. Looking into a location in Pittsfield and the possible dates of October 24,25 and26. This would also be a good time to schedule our October meeting. Hopefully we would attract new members there attending the APCO conference.
b. Jim has a 911 simulator. This model is the smaller, lighter unit that makes it easier to transport.
c. Dave Hansen, Education & Training Committee member, is requesting members e-mail him with names of in-house trainers. His e-mail address is: david.hansen@bhs.org

9. Next Meeting

a. March 21st at 0830 hours
b. Bluebonnet Restaurant, Northampton