

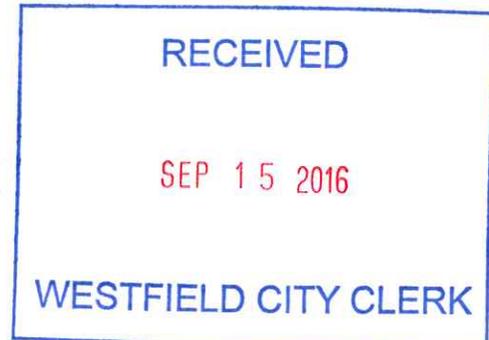
MEETING OF PUBLIC SAFETY COMMUNICATIONS COMMISSION

WESTFIELD, MASSACHUSETTS

Wednesday, June 8, 2016

The Public Safety Communications Commission meeting was called to order at 59 Court Street, Westfield, MA, at 6:10p.m. by Lenore Bernashe.

Roll Call: Lenore Bernashe – Present
Chief John Camerota – Present
Richard Emmings – Present
Chief Mary Regan – Absent



Open Participation: No one from the public was present.

Approval of Last Meeting Minutes: Chief Camerota made a motion to approve minutes from the 3-17-16 special meeting. That motion was seconded by Lenore.

Chief Camerota – Yes / Lenore Bernashe – Yes / Chief Regan – Absent / Richard Emmings - Yes

Old Business: There is still an open position on the PSC Commission awaiting Mayoral appointment. Rich Emmings re-appointment is currently in PAC (Personal Action Committee)

Directors Report:

a. Staffing Increase Proposal/Scheduling:

PSC Administrator Medley met with Mayor Sullivan, Chief Camerota, Karin Decker and Jeffrey Krok to discuss staffing issues and its relation to on-going Union Negotiations. Staffing was an issue raised by the Union and was also part of previous discussions during PSC Commission meetings. At our February 10, 2016 meeting, Chief Camerota suggested the hiring of 3 additional Emergency Telecommunications Dispatchers (ETDs). With one of those three positions currently funded, Administrator Medley submitted a level funded proposal to increase Emergency Telecommunication Dispatcher (ETD) staffing by two, using budgeted overtime money to fund those two positions. After discussing the needs of the department, Mayor Sullivan approved the additional two positions which will be presented to City Council for final approval. Administrator Medley will be defending that proposal in front of Finance during the upcoming budget hearings.

Pending approval, the placement of the new ETDs in the schedule was discussed. Administrator Medley presented different options for consideration to maximize coverage. The options included an additional ETD for all shifts, filling all day and evening shifts with three ETDs all of the time, and/or overlapping shifts during busy times. Further discussion will be needed if these positions are added.

b. Recent Staff Changes

Krystle Gillette has resigned and will be taking another dispatch position out of state. She is leaving for both personal reasons as well as a pay increase.

Administrator Medley currently in the process of testing and interviewing to fill this vacancy and will likely need a special meeting later this month to approve new hire. Date and time for meeting TBD based on hiring process.

c. Use of Per Diems

The City reached a temporary agreement with the Union, expiring on August 1, 2016 to allow the use of per diems to cover all shifts. Three former full time ETDs, Krystle Gillette, Kate Simmons and Jillian Koziol have agreed to assist. Krystle and Kate are all set to work per diem shifts. Jillian is waiting for approval from her current employer.

Upon the expiration of this agreement, per diem use will only be contractually permitted for shifts vacated by extended medical leave.

d. Negotiation Update

Negotiations continue with minimal movement at this time. Staffing was a major concern and was therefore part of the push to request additional personnel as outlined in letter "a".

e. Contract Signatory form signed

f. Vacation Carry Over

Administrator Medley requested the allotted vacation carry over. There was some uncertainty regarding the exact paperwork needed. John will follow-up with personnel to confirm.

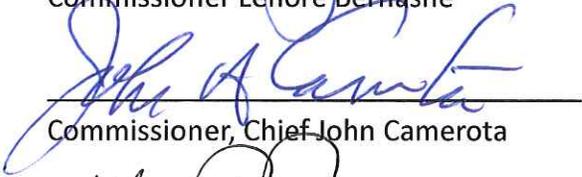
g. Invoices signed

Announcement of Next Regular Meeting: The next regularly scheduled TBD.

At 6:35 pm Chief Camerota made a motion to adjourn. Lenore seconded that motion. Motion passed, meeting adjourned.



Commissioner Lenore Bernashe



Commissioner, Chief John Camerota



Commissioner, Chief Mary Regan

Commissioner, Richard Emmings