

MEETING OF PUBLIC SAFETY COMMUNICATIONS COMMISSION

RECEIVED

Wednesday, April 14, 2021

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Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Westfield Public Safety Communications Commission will be conducted via remote participation. Specific information can be found on the City of Westfield website at [www.cityofwestfield.org](http://www.cityofwestfield.org). For this meeting, members of the public who wish to listen to the meeting may do so by tuning into Channel 15 or Channel 12 or online at [westfieldtv.org](http://westfieldtv.org) or online at Youtube.com - Westfield Community Programming Channel. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the City's website an audio recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

The Public Safety Communications Commission meeting was remotely called to order at 5:30 p.m. by Commission Chairperson Bernashe.

Roll Call: Fire Chief Egloff – Present  
Commissioner Emmings – Present  
Commissioner Cowles – Present  
Commissioner Bernashe – Present  
Police Chief Valliere– Absent

Public Comment: No one from the public wished to address the Commission.

Approval of Last Meeting Minutes: Commissioner Emmings made a motion to approve the minutes from the last meeting which was held on February 10<sup>th</sup>, 2021 which Commission Chair Bernashe signed on behalf of the full board. Commissioner Cowles seconded the motion. Roll call was taken.

Chief Egloff- Yes/ Commissioner Emmings- Yes/ Commissioner Cowles- Yes/  
Commissioner Bernashe- Yes  
All approved.

New Business: Administrator Barszcz advises there is no new business.

Old Business: Administrator Barszcz had one item to note. Last meeting the Commissioners voted to keep Dispatcher Margaret Terkelsen staffed on a per diem status after her resignation from full time. Since then, Margaret decided to decline her appointment and resign completely from the dispatch center. With Margaret's new role as the Westfield Animal Shelter Director, she would not be able to keep updated with processes to remain per diem and also keep up with her work load of her full time position. Administrator Barszcz stated that it was ultimately the best decision for both departments.

#### Director's Update:

National Public Safety Telecommunicator Week: For the duration of the week, Dispatchers are recognized nationally for their public safety service. On April 2<sup>nd</sup>, The Westfield News ran an article about Telecommunicator Week that Administrator Barszcz gave information and quotes for in order to show appreciation for the employees of the Westfield Public Safety Communications Center. The dispatchers were also so far recognized by several members of other agencies within the City. Commissioner Bernashe said how much she appreciates the dispatchers and the work they do for Westfield. Administrator Barszcz also gave additional recognition to:

- Dispatcher Katelyn Gladding for walking a caller through using the public AED at the Pickleball Courts in March for a patient who collapsed. Commissioner Cowles mentioned hearing about the job well done by the dispatcher during another city meeting.
- Dispatcher Thanh Tong for professionally handling a call where a woman had just given birth at home at the end of February.

Staffing: Currently the center is fully staffed with the most recent hire making progress in the training program. Dispatcher Carly Falone was appointed as the newest employee of the Communications Center last Commission meeting. She is doing well after learning to operate the radios and is expected to begin call taking in the next week or so.

Budget Updates: Administrator Barszcz reports no major updates on the budget. A meeting with the Mayor and City Auditor to go over the PSC proposed FY22 budget is set for 2pm Thursday.

Dispatch Regionalization Update: At the last Commission meeting the topic of regionalization with Southwick was only mentioned that there had been a brief conversation. Since then, Administrator Barszcz said that much work has been accomplished to move a full regional venture forward. The FY22 Development Grant was applied for in the amount of \$2.25 million which will still need some revisions. Multiple meetings have already occurred between Southwick and Westfield in terms of operations and what types of equipment and work will be needed for the project. Currently, an Inter-Municipality Agreement is being written and negotiated between both

communities. Commissioner Emmings stressed the need for exit language in the IMA if in case one or both parties wants to withdraw from regional.

Next Regular Meeting: Announcement was made for the next scheduled meeting on June 9<sup>th</sup>, 2021.

Motion to Adjourn: At 5:47 p.m., Commissioner Emmings made a motion to adjourn, the motion was seconded by Chief Egloff. All Commissioners in favor; meeting adjourned.

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Commission Chairperson Lenore Bernashe

