

# Associated Public-Safety Communications Officers, Inc.

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*It's a privilege to belong to A P C O*

PRESIDENT

FRANK J. DEVINE  
NEW YORK POLICE DEPT.  
58-05 52ND AVENUE  
WOODSIDE, NEW YORK 11377

PRESIDENT - ELECT

ALAN L. ARMITAGE  
HUNTERDON CTY. COMMUNICATIONS SYST.  
ADMINISTRATION BUILDING, MAIN STREET  
FLEMINGTON, NEW JERSEY 08822

FIRST VICE - PRESIDENT

JERRY CAMPBELL  
COUNTY COMMUNICATIONS DEPT.  
104 WEST 4TH STREET  
SAN BERNARDINO, CALIFORNIA 92415

**J. RHETT McMILLIAN, JR., Executive Secretary**

105½ CANAL STREET  
POST OFFICE BOX 669  
NEW SMYRNA BEACH, FLORIDA 32069

904/427 - 3461

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SECOND VICE - PRESIDENT

NATHAN D. McCLURE, III  
WINNEBAGO COUNTY CIVIL DEFENSE  
COURTHOUSE, 402 W. STATE STREET  
ROCKFORD, ILLINOIS 61101

1976 NATIONAL CONFERENCE CHAIRMAN

LT. N. S. MISSAILIDIS  
N.Y.P.D. COMMUNICATIONS DIVISION  
1 POLICE PLAZA  
NEW YORK, NEW YORK 10038

1977 NATIONAL CONFERENCE CHAIRMAN

WILLIAM L. MILLER  
POLICE DEPARTMENT  
1121 S. STATE STREET  
CHICAGO, ILLINOIS 60605

August 18, 1976

TO: Board of Officers  
FROM: Executive Director *JRM*  
SUBJECT: Minutes of 42nd Annual Conference Meeting  
Submitted for Approval

Please find attached minutes of the subject meetings for your approval.

The minutes will be forwarded as written to the Executive Committee, Chapter Presidents, Secretaries, and Counsel unless directed by you to amend otherwise, on September 1, 1976.

JRM/hh

Attachment

BOARD OF OFFICERS MEETING  
42nd ANNUAL CONFERENCE  
AMERICANA HOTEL, NEW YORK, NY  
July 31, 1976

Meeting convened at 0900 by President Devine.

All members of the Board, Executive Secretary, Program Director, Publications Manager, Counsel, present.

Agenda approved. Minutes of June 29, 1976 Board meeting approved as previously distributed.

The Board reviewed and approved the Officers Conference Schedule.

Mr. Cary Hershey, Cornell University, made a brief report of a survey being done by Cornell as part of a grant from the National Science Foundation. Purpose of the survey is to seek the state of technology now present in the land mobile radio services. Mr. Hersey was given permission to use the APCO exhibit booth as a base from which to work during the conference.

The President's annual report was read. Because of developments subsequent to the writing of the President's report, and with the President's approval, the second paragraph on page 4 of the report was stricken. The report is part of the written material handed to the members of the Executive Committee.

The Executive Secretary's report was approved. Membership net gain for the year is 193, the largest in the past five years. Georgia Chapter made the largest gain in membership. The fiscal report showed the association to be in sound financial position. The net gain is down from 1975, but the fact that a deficit budget had been approved for 1976, made the modest gain more noteworthy. The budget for FY 1976-77 was approved. This, too, is a deficit budget, but there are hopes that new projects may again offset the anticipated loss. This information, as well as the written narrative report, may be obtained from the Chapter Executive Committee members.

During the comment period following the fiscal report, Counsel Kittner stated that his firm had already devoted 248 hours of work to APCO this year, that the amount of the fee provided for these services was disproportionate for the annual amount of work involved, and that he would give a more precise report in these matters during the January meeting of the Board of Officers.

Meeting recessed at noon for lunch with members of the Conference Committee. The Committee gave a detailed report of conference planning, with last minute changes in meeting room arrangements being noted. It was evident the Committee was handling conference matters in a masterful manner.

The Board reconvened at 1:30 p.m.

Mr. William Miller made his report on the planning of the 1977 conference. His group was all set to make the initial auction of the Chicago exhibit area booth space during the current conference; the booth brochures were complete, the conference Logos and Theme were being prepared, his committee would be meeting monthly to continue planning for the 43rd Annual Conference.

Mr. Don Kavanagh, APCO Program Director, made a report on Projects 13 and 13-A, the written copy of which, in the agenda, was approved by the Board. Mr. Kavanagh also reported on other activities in the field of telecommunication planning now extant in various parts of the country: the JPL NALECOM and STACOM studies, and other activities in technical assistance programs for the states. He also offered conceptual ideas for future APCO projects, particularly in the 900 MHz region, CB role in public safety communications, opportunities in helping to define spectrum management in view of the Commission's June 25, 1976 spectrum management statement. The Board decided to discuss these matters more fully during the course of the conference.

At this point, the Executive Secretary recommended the signing of an agreement with Motorola Teleprograms for the purpose of carrying on the new LIFELINE Operator Training Program. President Devine signed the agreement with the word "paragraph" being substituted for "agreement" in the next to last sentence on page 5 of the document, with unanimous approval of the Board.

Counsel Kittner made a report on regulatory matters, giving a brief review of the matters to be spoken to by his Regulatory Panel on Monday. He spoke briefly of the filings that had been made by APCO, all of which have appeared or will appear in the BULLETIN. He reviewed the import of the recent actions taken by the Land Mobile Communications Committee, both as to substance and procedure. McMillian stated he would attend the August 10 meeting of the LMCC to be held in Washington, D. C. Mr. Kittner also commented about the recent FCC statement on spectrum management in the land mobile radio services, stating that APCO should look hard at the implications therein; frequency coordination in particular. More of these comments will be covered in the attached minutes of the Executive Committee.

The Board voted unanimously to recommend to the Executive Committee that all Resolutions be adopted.

The members of the Board each gave a report of the activities of the Standing Committees assigned to their particular jurisdictions. A more detailed report will be found in the minutes of the Executive Committee.

President-Elect Armitage distributed written copies of his 1976-77 Committees and their objectives. A more detailed report will be found in the minutes of the Executive Committee.

Life membership applications for James Evans and Jorman Koski were unanimously approved for recommendation to the Executive Committee.

The records of the National Office indicated that the nomination of Mr. Sanford Smith for the office of Second Vice President of the Association was the only one on file. That nomination seemed to be in order and the qualifications of Mr. Smith were considered to be adequate to meet the requirements of the office.

The Board agreed to recommend to the Executive Committee that, if no suitable bid was received for the 1981 Conference site, the selection of the conference site for that year would be made by the Board of Officers after a site review recommendation was made by the National Office.

The agendas for both the Coordinator's Workshop and the President's and Secretary's Workshop were approved.

Board of Officers Meeting  
42nd Annual Conference  
July 31, 1976

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The Board agreed that if the Budget was approved as requested, the National Office would begin to advertise for someone to be in training for the position of Executive Secretary early in 1977. The position will be vacant when McMillian retires in December 1977.

The Board meeting recessed at 4:30 p.m.

EXECUTIVE COMMITTEE MEETING  
42ND ANNUAL CONFERENCE  
AMERICANA HOTEL, NEW YORK, NY  
August 1, 1976

Meeting convened at 0900 by President Devine.

Present were the members of the Board of Officers, Executive Secretary, Program Director, Publications Manager, Counsel, and the following members of the Executive Committee or their authorized replacements:

Arizona Chapter - Hugh Ennis; Atlantic Chapter - Art Brown; CPRA Chapter - Dave Crockett; Florida Chapter - Bruce Leberman; Illinois Chapter - Bob Hajek; Inland Empire Chapter - Charles Dunn; Iowa Chapter - Jack Sauer; Kansas Chapter - Barney Carlisle; Kentucky Chapter - James Hazel; Michigan Chapter - Albert Blascak; Mid-Eastern Chapter - Weldon Hale; Minnesota Chapter - Walter Johnson; Northern California Chapter - Henry Crutcher; North Carolina Chapter - Charles English; Ohio Chapter - Charles Clark; Oregon Chapter - Bruce Karr; Tennessee Chapter - Roy Neal; Texas Chapter - James Shaw; Wisconsin Chapter - Frank Sepic; Immediate Past President - William Miller; Past President - John Simmons.  
(Note: If any names have been omitted or are incorrect, please advise the National Office and the necessary corrections will be made upon such notice).

President Devine declared that a delegate count indicated the presence of a Quorum of the Executive Committee.

The agenda, as well as the minutes of the last meeting as previously distributed, were approved. (Note: "approved" or "agreed" indicates a unanimous vote and original motions and seconds are thus not recorded).

The President's Annual Report, as included in the agenda and amended as indicated in the Board Minutes, was accepted. Board minutes are included as a part of the minutes of the Executive Committee.

The report of the Executive Secretary was approved. The budget was approved as requested, including the new in-training position of Assistant Executive Secretary. Method of new Conference site selection was approved, as reported in the Board Minutes. The Executive Secretary was authorized to increase BULLETIN ad rates up to but not more than 20% of present rates. The Executive Secretary was also authorized to double magazine subscriptions rates provided this did not increase member dues rates with the exception of the Honorary Member class.

The report of the Program Manager, Mr. Donal Kavanagh, was accepted as written in the Agenda.

Counsel Kittner spoke on regulatory matters. The World Administrative Radio Conference (WARC) is important because of international border treaties, and because some frequencies now used by land mobile users may be allocated solely to maritime interests. New CB channels were mentioned, how can CB best be used for public safety system interface, one of the more demanding areas in land mobile radio services. Mr. Kittner spoke to the importance of an outstanding FCC docket that has to do with operator licenses; APCO is already studying this matter. The Commission's June 25, 1976 report on the status of land mobile radio spectrum management was mentioned; the FCC has essentially abandoned efforts at frequency selection, is turning again to user frequency coordinator groups, but future coordination may be quite different than in the past. APCO should be preparing to

answer FCC questions about the best use of 900 MHz; should new CB channels be in this area, what does public safety want to do at 900 MHz, how should the channels be broken down, how should systems be structured. The Commission has indicated it is serious about requiring public safety systems to meet planning schedules, as shown in its refusal to allow the New York Thruway authority additional time to implement its 450 MHz system. APCO filed comments in the Central Station Alarm proceeding, asking that RF alarm signals for these purposes not be permitted in Special Emergency Radio Service channels. APCO has as yet received no response to its petition to the FCC asking for more time to make comments and reply comments to rule-making proceedings. Despite McMillian's letter to Charles Higginbotham of the FCC asking that appropriate frequency coordinators be advised when an application is made via FCC Part 89.15 of the Rules (engineered system) there are still foul ups in such FCC procedure. APCO should continue to press for such notification from the FCC.

The Executive Committee approved all resolutions as published, with the exception of No. 3 (To Clarify Qualifications of Life Member Recognition) which was amended by unanimous vote in the second paragraph of its first Resolved section as follows: "To be eligible for this recognition the nominee would normally be expected to have..."

President-Elect Armitage reported on the work done during the year by the Administrative group of Standing Committees (Administrative Research, Resolution and ByLaws, Activity and Membership, Historical, Nominating). The most significant accomplishment of the Administrative Research Committee was the approval of the APCO Telecommunication Goals, which the Executive Committee subsequently adopted as APCO standards. Mr. Armitage will ask this committee to examine Association voting procedures during his year as President of the Association. The Activity and Membership Committee ran an association membership survey, reported on that survey, and the results of the survey will be presented to the 42nd Annual Conference. The Resolutions and ByLaws Committee did its usual masterful job, as indicated by the resolutions to be acted upon by the 42nd Annual Conference Quorum. Chairman English assisted many Chapters in the preparation of their new ByLaws as is required by the National C and B. The Nominating Committee surveyed the Chapters for suggestions about nomination procedures and for suggested national office candidates. The committee had screened and recommended the only candidate for national office. The Historical Committee had done its usual good work keeping its Chairman informed, and by the monthly article written by Mr. Dengler for the BULLETIN.

First Vice President Campbell reported for the Planning group of Standing Committees (Frequency Advisory, Engineering and Research, Public Safety Planning, Emergency Medical and Commercial Advisory). The Commercial Advisory Committee had not made appreciable progress due to its chairman being occupied with urgent matters in his work. The Emergency Medical Committee was not too active during the early part of the year, also because of excessive primary workload on the Chairman, but a good report was issued during the last part of the year, and, in fact, comments by the Chairman to Counsel resulted in APCO filing in a Commission docket that had to do with the use of beep tones in telephone recordings. The Engineering and Research Committee had some tough objectives, requiring much research. This Committee expects to begin reporting on its objectives during the current year.

The Chairman of the Frequency Advisory Committee had been seriously ill most of the year. Mr. Chupp has now recovered, has attended Public Safety Communications Council and Land Mobile Communications Council meetings, and has proposed a new PS4 form for study by the Advisory Committee. The Public Safety Planning Committee made numerous recommendations in docket proceedings, always faced with the time element problem.

Second Vice President McClure reported for the Operations group of Standing Committees (Telecommunications, Operating Procedures, Emergency Preparedness and Disaster). The Operating Procedures Committee made a comprehensive report which included a suggested operating course topical outline. The new title for operators and dispatchers suggested by this Committee - TELECOMMUNICATOR - was picked up in the new APCO LIFELINE operator/dispatcher training program. The Telecommunications Committee rewrote the NLETS section of the Operating Procedure Manual and kept the Association up to date in hard copy and telecommunication security matters. The Emergency Preparedness and Disaster Committee met all of its objectives for the year, it promoted common system language, solicited civil defense articles for the BULLETIN, promoted membership in APCO, and made suggestions for guidelines for interagency communications.

These reports, the first made under the three new divisions of standing committees, were well received by the Executive Committee.

President-Elect Armitage distributed lists of his new Standing Committee members and their objectives. Basically, he is seeking new members on the committees as a means of stirring interest and creating additional dedication, as well as new ideas. He plans to improve on the reporting procedures of the committees. All of the new committees and their objectives will be published in the September issue of the BULLETIN.

Life memberships for James Evans and Jorman Koski were approved by the Executive Committee. In addition, the Executive Secretary was instructed to provide a special certificate of appreciation for exemplary services rendered by Art Lane of the Minnesota Chapter.

The Nominating Committee report was discussed. It was agreed that any candidate nominated from the floor should be screened by the Nominating Committee in the same fashion as was the only previously announced candidate.

The Executive Committee approved the Coordinator's and the President's and Secretary's Workshops agendas.

The Executive Committee approved the position taken by APCO in opposing the substance of and procedures used by the Land Mobile Communications Council regarding the LMCC Forward Planning Committee spectrum management activities.

The Executive Committee set February 1, 1977 as the deadline for the Chapters to update their Constitution and ByLaws. The Executive Committee members were asked to take an active part in having their Chapters comply with national requirements regarding having their C and B's made current, especially when the new national C and B is printed and distributed to the Chapters.

The meeting was recessed by President Devine at 1540.

MINUTES OF THE 42nd ANNUAL CONFERENCE QUORUM  
AMERICANA HOTEL, NEW YORK, NY  
Thursday, August 5, 1976

Afternoon Business Session.

Resolution No. 1 passed unanimously.

Resolution No. 2 passed unanimously.

Resolution No. 3 passed unanimously as amended; second paragraph in the first Resolved section changed to read "To be eligible for this recognition the nominee will normally be expected to have."

Resolution No. 4 passed unanimously.

Resolution No. 5 passed unanimously.

Resolution No. 6 passed unanimously as amended; under Region 1 add "Guam, Samoa,"; under Region IV add "Puerto Rico."

Resolution No. 7 passed unanimously as amended; delete the second paragraph under Section 1.11 and substitute the following: "At least one member of this committee shall be from a State Police or Highway Patrol Agency and shall chair the State Police Sub-Committee which is structured under this Committee. He shall also be a member of the Regulatory and Dockets Committee, in order to provide pertinent comment and correlate activities relating to such agencies."

Standing votes of appreciation were given to the unanimous passage of Resolution No. 8 which thanked Conference Chairman Nick Missailidis and his committee, Resolution No. 9 which thanked Manapco Chairman Mal Gurian and his committee, Resolution No. 10, which thanked the City of New York for its contribution, and Resolution No. 11 which thanked the State of New York for its participation. The Quorum also gave an ovation to Mrs. Missailidis for the tremendously successful ladies program.

Mr. Sanford Smith was unanimously elected to the National Office of Second Vice-President. Messers Armitage, Campbell, McClure likewise elected to next higher offices.

No site selection was made for the 1981 National Conference. The National Office will make recommendations in this regard to the Board of Officers during the year.

James Evans and Jorman Koski were unanimously elected as Life Members of the Association.

Certificates of Appreciation for work accomplished in Project 13 were given to: (see attached list).

Plaques of Appreciation for work accomplished in other fields were awarded to: (see attached list)

P-13 CERTIFICATES

Dave A. Fulton

Dave L. Niblack

James W. Roberts

Stanley E. Harter

Richard Burns

Frank Campbell

Barney A. Carlisle

Felix C. Atwood

Irving E. McAndrew

Anthony Vornbrock

Harry W. Duncan

Stephen R. Robinson

John L. Duvall, Jr.

James J. Beard

Charles F. English

Craig M. Jorgensen

W. M. Lee

Leonard A. Trautman

Elwood H. Reams

Willis M. Music

Richard K. Bass

LIST OF AWARDS

<u>TO</u>	<u>AS</u>	<u>AWARDED</u>
Elmer Eymann	Contributor, Nat'l Emergency Channel	1976
Henry Boccella	Chmn Emergency Preparedness Comm.	1976
Dave Crockett	Chmn Membership Committee	1976
Donal D. Kavanagh	Director Project 13	1976
J. Don Shields	Chmn Operating Procedures Comm.	1976
Hugh Ennis	Chairman Telecommunications Comm.	1976
William L. Miller	Chmn Nominating Committee	1976
Charles F. English	Chmn Resolutions/ByLaws Comm.	1976
Frank J. Devine	Member, Project 13	1976
Alan L. Armitage	Member, Project 13	1976
Jerry Campbell	Member, Project 13	1976
Nathan D. McClure	Member, Project 13	1976
John E. Simmons	Member, Project 13	1976
Joseph M. Kittner	Member, Project 13	1976
Roger Reinke	Member, Project 13	1976
William L. Miller	Member, Project 13	1976
Donald R. Allen	Member, Project 13	1976
Frank Bland	Member, Project 13	1976
Phillip Y. Byrd	Member, Project 13	1976
Donald G. Feliz	Member, Project 13	1976
Joseph D. Hamilton	Member, Project 13	1976
M. Allison Talbott	Member, Project 13	1976
Curt Wheeling	Member, Project 13	1976

LIST OF AWARDS  
Page 2

<u>TO</u>	<u>AS</u>	<u>AWARDED</u>
J. Steven Adler	Member, Project 13	1976
M. Steven Blosser	Member, Project 13	1976
Stefan Guzy	Member, Project 13	1976
Stuart F. Meyer	Member, Project 13	1976
Ernest F. Schwabe	Member, Project 13	1976
Robert Tall	Member, Project 13	1976
J. Rhett McMillian, Jr.	Member, Project 13	1976
R. J. Evans	Life Member	1976
Jorman I. Koski	Life Member	1976

BOARD OF OFFICERS MEETING  
AMERICANA HOTEL, NEW YORK, N.Y.  
Friday, August 6, 1976

Meeting convened at 1400. President Alan Armitage, President-Elect Campbell, First Vice President McClure, Second Vice President Smith sat as the new Board of Officers. Also present were Executive Director McMillian, Program Manager Kavanagh, and Office Manager McMillian.

The Board agreed to meet in New Smyrna Beach, Florida with representatives of the Law Enforcement Assistance Administration to discuss the needs of the law enforcement community for the next five years. Possible topics to be discussed are planning for the 900 MHz channels, SPA and FCC review of license applications, technical assistance programs, standards and specifications, coordination processes. The meeting will be held on Monday, August 29, 1976 at the Islander Beach Lodge, providing LEAA personnel can attend at that time.

The Board stressed the need to continue work in telecommunication training.

It is the Board's opinion that APCO must be in a position to speak to the Commission in frequency coordination matters in a positive manner, stating what APCO's role will be in the future, what we think the Commission's role should be, and suggesting ground rules for new coordination procedures.

It was also suggested that the Board attempt to add time to project meetings for the purpose of continuing coordination planning. APCO should ask the Commission how it intends to collect data for its purported new computer operation, we should demand a review of any new FCC license application forms that will be a basis of such data acquisition, and ask how the data bank will be made available to coordinators. If we're to do the work, the Commission should not charge for such information.

The Telecommunications Committee will be asked to pick up each element of the Commission's June 25, 1976 spectrum management report and offer suggestions about what APCO should be saying about the proposals made therein. Board will look for a report from this committee in this respect by January 1977.

Counsel Kittner was told to reply to the FCC docket regarding the review of operator licensing procedures and essentially ask for an extension of time in order that proper consideration might be given to this important matter.

The Board also agreed to meet on the 4th and 5th of October 1976 as Task Group I of Project 13-A, in Ontario, California. Immediate Past President Devine will remain on Project 13-A as a member of Task Group II.

President Armitage asked the members of the Board to attempt to get progress reports from their Standing Committees on a more regular basis.

Meeting adjourned by President Armitage at 1615.

PRESIDENT'S AND SECRETARY'S MEETING REPORT  
AMERICANA HOTEL, NEW YORK, N.Y.  
Friday, August 6, 1976

List of participating chapter officials and substitute representatives is attached.

Considerable time was spent on the necessity to update Chapter Constitutions and ByLaws. The authority for the requirement, and the expressed concern of the Executive Committee in this regard, was emphasized. The new deadline for those Chapters who have not made their C and B's current, and for all to revise their basic documents in accord with the revisions made to the National C and B in New York during August 5, 1976, is February 1, 1977. The Executive Director was directed by the Executive Committee to follow up on any Chapter not meeting this deadline. The Presidents were told they had the overall responsibility to see this work was done, and the Secretaries acknowledged they were the ones to take the initiative and initiate the work.

Some of the Secretaries did not seem to know of the requirement that dues collected had to be reported to the National Office within 30 days after the collection of such monies.

Dave Crockett expounded on the results of his membership attitude survey. It was pointed out that the Association had no desire to dictate how Chapters should conduct their meetings, or any of their internal affairs for that matter, but that the suggestions from the Activity and Membership Committee were offered to assist those who desired advice and recommendations.

In connection with the above, the group was reminded of the value of the three APCO Public Safety Telecommunication Goals in making programs for Chapter meetings.

Dave Crockett made a good point with regards to the surveying of our membership resources (talents, expertise, desire, etc.). The Wisconsin Chapter form used for providing this information to the National Office was discussed and used as a model for this purpose. Please find sample copy of this form attached. Dave made the comment that we find a number of names appearing in many different places in national programs, etc. We need to bring to light our "hidden" talents in order to let others join the teams.

The group was urged to keep their Presidents and Secretaries Manuals up-to-date and to pass them on to successors in office, and in good condition. These Manuals should be brought to meetings, for they are full of basic and important information. The flow chart for membership application processing is a very useful device. Also, the model C and B in the Manuals is most helpful in updating Chapter C and B's.

The group expressed its desire for longer workshops during conferences, even if it meant the Association paying for the cost of an extra day of participation. The cost benefits of this suggestion will be examined by the Board of Officers.

PRESIDENT'S AND SECRETARY'S MEETING  
AMERICANA HOTEL, NEW YORK, N.Y.  
FRIDAY, AUGUST 6, 1976

Henry Crutcher  
Russell Robinson  
Alan L. Armitage  
Nathan D. McClure  
Kenneth G. Easterly  
Bruce Leberman (for Dan Fox)  
James Hazle (for Jack Sharp)  
Claude Davis  
Weldon Hale  
Jack Sauer  
James D. Shaw  
Robert M. Henry  
Marvin Horsley  
Dave Crockett  
Raymond P. Derr  
Dorothy M. Dunne  
Charles F. English  
Vivian McMillian  
Craig M. Jorgensen  
Harold Carter  
Charles Clark  
Clabert Taylor  
Bob Stine

Northern California  
Michigan  
National APCO  
National APCO  
Kansas  
Florida  
Kentucky Chapter  
Northern California  
Mid Eastern  
Iowa  
Texas  
Wisconsin  
North Carolina  
CPRA  
Atlantic  
Atlantic  
North Carolina  
National Office-APCO  
Utah  
Ohio  
Ohio  
Mid Eastern  
Illinois

WISCONSIN CHAPTER

*Associated Police Communication Officers, Inc.*

February 2, 1976



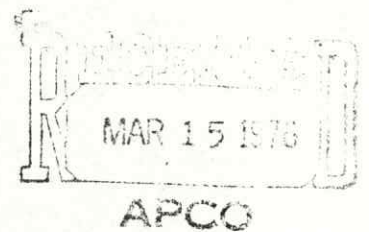
Dear Member:

On November 26, 1975 the Executive Secretary of APCO asked the chapters to provide a membership resource list to his office. At the chapter meeting on January 13, 1976, we agreed to ask our members for this information on a voluntary basis. The National developed the questions. Please place your answers after each question or use the reverse side if necessary. Your chapter has provided envelopes, so please drop the completed form in the nearest mailbox.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

1. Where and by whom employed, job title and description of duties.
2. Educational and/or experience background, i. e., degree, years of service, etc.
3. Express a willingness to serve in some manner reasonably commensurate with duties, time, expense, etc.
4. Indicate the type of work most desirable to participate in.



TO: J. Rhett McMillian, Jr., Executive Secretary  
FROM: Donald D. Kavanagh, Project Director *DDK*  
SUBJECT: Minutes of the Annual Frequency Coordination Meeting - August 6, 1976  
DATE: August 17, 1976

The APCO Frequency Coordination Committee convened at 0900 in the Americana Hotel, New York, N.Y., August 6, 1976. Wes Chupp was chairman. Attached is a list of attendees.

The meeting was opened with a discussion by Mr. Chupp about the problems encountered when the FCC refused to comply with an APCO Frequency Coordination recommendation. Chupp read the documentation supporting his case and described the problems that are arising. After considerable discussion, it was decided to establish a "FCC Conflict File" at the APCO National Office. The Frequency Coordinators agreed that, in the event of future conflicts with the Commission, related documents would be forwarded to the National Office.

It was suggested that the turnaround time for the 1049A form be changed from 14 days to 21 days.

Considerable discussion ensued pertaining to the June 25th Public Notice regarding the future of the FCC's AFAM program. The summation of these discussions was that the APCO Frequency Coordinators would be faced with an increasing burden of responsibility and workload for the foreseeable future. Numerous questions regarding the FCC's decision still exist and the APCO membership must be prepared to participate in their resolution.

It was suggested that the Coordination Manual requires updating. Norman Coltri and Jim Barsuglia of the New Jersey Office of Frequency Coordinators volunteered and were assigned responsibility to review this document and propose the necessary revisions.

An extensive discussion was held regarding the desirable level of coordination that should be provided by the APCO frequency coordinators.

It was suggested that the Commission should define what they meant by frequency coordination. Agreement was reached that there should be standards of coordination so that all coordinators would know what the others were doing. These discussions resulted in the proposal, seconding and the unanimous passing of a resolution stating that National APCO should develop a policy defining the minimum standards for frequency coordination.

The growing complexity and responsibility of frequency coordination are imposing burdens that can not be absorbed by individual agencies much longer. Chupp estimated that 32 out of the 56 APCO coordinators expended over \$180,000 of manpower and resources during the past year. Discussion

supported these estimates and concern was expressed regarding the future ability of APCO coordinators to continue to provide these services on a voluntary basis. A resolution was proposed, seconded and unanimously approved that APCO would compose and prepare a "White Paper" on methods for funding frequency coordinators.

Chupp agreed to provide a report describing the future of frequency coordination as perceived by his committee.

A resolution was submitted by Bruce Karr of Oregon to change the language in the rules for Search and Rescue. This resolution was seconded and unanimously approved.

A recommendation was made that the committee coordinate with the FCC to assure that the list of frequency coordinators maintained by the Commission was up-to-date.

The question was raised regarding the precise definition of the term "paging". It was suggested that the Commission be required to clearly define this term.

Lt. Ficke of New Jersey volunteered to provide tape recordings of the proceedings of this frequency coordination meeting. Those interested could obtain such recordings by sending two blank tapes to Lt. Ficke. He would duplicate the meeting tapes and return them.

DDK/hh

Attachment

ANNUAL FREQUENCY COORDINATION MEETING

Americana Hotel, New York, N.Y., August 6, 1976

NAME

Donal D. Kavanagh  
Norman R. Coltri  
Marv Grossman  
Harold C. Newman  
Robert J. Hajek  
Bruce Karr  
Clarence Hunerdosse  
Stan Harter  
Bill Jump  
Robert E. Greenwell  
Floyd O. Duell  
Ben Montague  
Art McDole  
Helen Rushing  
Roy Turner Neal  
Leonard C. McFarland  
Frank J. Sepic  
James R. Barsuglia  
John L. Pineau  
Jan M. Turkiewicz  
Martin G. Ficke  
Wes Chupp  
Sanford H. Smith  
Jerry Campbell  
Rhett McMillian

LOCATION

APCO - Project Director  
N.J. Freq. Coord.  
Ohio  
Utah  
Illinois APCO (Sec. & Member FAC)  
Oregon Chapter  
Iowa Chapter  
Hawaii Freq. Coord.  
Indiana  
Nebraska  
Kansas  
Texas  
No. Calif  
Maryland  
Tennessee  
Connecticut  
Wisconsin  
New Jersey  
New England  
Greenbelt, MD. (Washington, D.C.)  
New Jersey  
New York  
APCO - 2nd Vice President  
APCO - President Elect (So. Cal. CPRA)  
APCO - Executive Director