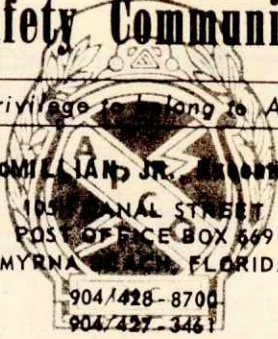


Associated Public-Safety Communications Officers, Inc.

Board of Officers

It's a privilege to belong to APCO



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May 7, 1975

TO: The Executive Committee, Presidents
and Secretaries

FROM: The Executive Secretary *JRM*

SUBJECT: Minutes of Sacramento Board of
Officers Meeting

Attached please find the minutes of the Board of Officers meetings of March 16, 17 and 19, 1975.

Also attached you will find a copy of the Third Quarter Fiscal report.

TO: The Board of Officers, Executive Committee, Presidents and Secretaries,
Counsel

FROM: The Executive Secretary

SUBJECT: Minutes of the Board of Officers Meeting, Woodlake Inn, Sacramento,
California, Sunday, March 16, 1975.

Meeting was convened at 0900 by President Miller. All Board members present. Counsel and Executive Secretary present.

The agenda was approved. Minutes of the last meeting were approved for the record.

McMillian reported that current trends among users indicated more of a need for system design criteria and procurement specifications, rather than for hardware specifications. The National Office is working toward meeting this need, and has submitted some unsolicited proposals to the LEAA in this matter. There is interest in the proposals, but no indications as yet that a grant application would be in order at this time.

Additional work has been done in writing out the requirements for a national operator training course. The need for such a course continues to be the number one concern of the Association members. Inquiries have been made to the OTP, LEAA and DOT. For some reason, the subject of training seems to be considerably down on the federal lists of action priorities. We have initiated our own "training" program to better educate these agencies in this matter. Some progress in being made. Federal fiscal year end budget problems will probably make any desired funding action unlikely until after June 1, 1975.

However, there is a likelihood that APCO will produce a personal communication skills learning course before August, 1975. The National Office has been working with a program learning institute toward this end. The course would teach the principles of interpersonal communication, a useful program for administrators and supervisors and for those who have ambition to learn the skills necessary to supervise people. The Board encouraged the Executive Secretary to continue with his planning and negotiation in this respect.

Project Thirteen is continuing in good shape. Milestones of achievement are being met. There is every indication that the product of this effort will meet and likely exceed the anticipated goals. First draft of the planning guidelines have been completed, and some initial computer printouts of a few states have been examined. Critical point in this project will occur in June when the Task Groups meet to review these drafts and total printouts.

All aspects of the proposed petition for a common law enforcement emergency nationwide channel were discussed with Counsel Kittner. Agreement was reached with regard to the final wording of the document. The Board authorized Counsel to immediately proceed to file the petition with the FCC.

McMillian reported on his trip to the national EMS communication meeting held in Omaha. The summary of the report indicated that progress is being made in the EMS communication effort around the country. However, there were indications of areas of confusion, as could be expected in a new radio service. While at the meeting, McMillian and Don Kavanagh, APCO Program Director, met with Bob Mason, APCO

EMS Committee Chairman, and representatives from the DHEW, DOT and AHA. The subject of discussion was the proposed letter to be sent to the FCC requesting permission for APCO to institute pilot EMS Review Panels. After three sessions of negotiations, it was agreed that all interested parties to the discussions would support the letter in order to attempt to get the FCC to take some remedial action. Thereafter, all parties would participate in working out the details in order that the intent of the pilot program would be adequately met. The Executive Secretary reported that he had received 100% support of the proposal from the Executive Committee, with significant number urging the Association to push the matter in order that their chapters might participate in the plan.

The CPRA Chapter is filing in conjunction with the Association letter, specifically asking for permission to participate in the program, and citing actual instances which could have been prevented if an EMS planning review panel had been in effect in Southern California.

IT WAS AGREED THAT IT WOULD BE HELPFUL IF THE CHAPTERS ENCOURAGED THEIR AND OTHER PUBLIC SAFETY ENTITIES TO FILE IN SUPPORT OF THE NATIONWIDE COMMON LAW ENFORCEMENT EMERGENCY FREQUENCY, AND, THE PROPOSAL TO ESTABLISH EMS PLANNING REVIEW PANELS. The details of the nationwide frequency were published in the April issue of APCO BULLETIN. The details of the EMS Review Panel proposal will be found in the May issue of the BULLETIN. Secretaries are requested to circulate this request for support among their chapter members.

Concerning the National Highway Traffic Safety Act order which proposed an EMS system planning guideline, it is the opinion of the National Office that the document has merit. The order has since been improved, and we have indicated to the DOT that the document would be useful to the EMS field and that we would like to discuss the possibility of publishing it in the APCO BULLETIN.

Counsel Kittner discussed the various pending regulatory matters now before the FCC. It was decided that APCO should participate at the land mobile working group level of the 1979 World Administrative Radio Conference activities. It has subsequently been agreed that either Don Kavanagh or someone from Counsel Kittner's office would attend these meetings, but that the National Office would be responsible for file continuity. The matter of who would attend the meetings would be affected by time, place and circumstance. Salient point, for these reasons the focus of the effort should be upon the National Office.

Messrs. Devine and McMillian are to attempt to locate the proper Canadian official with whom we might discuss some of the communication problems that develop across international boundaries, in an effort to prevent or solve some of the difficulties.

The National Office is to develop for further consideration the idea of preparing a list of consultants and vendors in the public safety communication field. The National Office is receiving an increasing number of requests for such assistance.

The Executive Secretary was directed to poll the frequency coordinators in an effort to discover the number of applications for, and the known occupancy on, the Police Radio Service experimental channels of 462.950/467.950 and 462.975/467.975. These two channels are contiguous to the eight UHF channels now allocated for EMS. The State of Florida has asked for support in its request to have these two channels reallocated to the EMS in exchange for the two current EMS channels of 460.525/465.525 and 460.550/465.550, which cannot be used in conjunction in hand held and orange boxes

March 16, 1975

in the EMS because of frequency separation. Upon receipt of this data, the Association can evaluate the request from the State of Florida.

Regarding FCC Docket 18262, the Commission has reaffirmed its basic decision among others to allocate 40 MHz of spectrum for the development of a broadband cellular radio system in the nationwide telephone radio service. Also, 30 MHz to the land mobile safety radio services. However, some changes in concept for the use of these channels have been made. At the WSRC, Commissioner Reid stated that it was her opinion that the Commission would push for a report and order down these lines.

The Board discussed the FCC proposed requirement to have automatic identifiers in all land mobile transmitters. The Public Safety Planning Committee is addressing this question. Comments have also been received from New York City and from New Jersey. The National Office has contributed some comments. The present feeling is that the Association should protest the proposal, according to the definitive information now being developed.

The Board considered the draft of the proposed resolution from the ad hoc Commercial Advisory Committee which would have that committee included as an Association standing committee. There was not adequate language in the resolution that would clarify how this could be accomplished in a manner satisfactory to the entire Association commercial membership. Counsel Kittner was directed to word the resolution in a manner that would best satisfy this concern. The Executive Secretary commented that the ad hoc Advisory Committee had already been of significant value to him, and that if suitable wording could be found for the purpose, it could be beneficial to the Association to more formally recognize the commercial membership and better utilize their enormous resources for purposes which would benefit the entire Association.

The Executive Secretary reported on advertising trends in the BULLETIN. He is using them as one set of indicators to be used in estimating the possible attendance at the Washington Conference and the number of exhibitors who will show at that meeting. The April, 1975 issue advertising content declined from that month in the year previous. However, the May, 1975 advertising content is up from the previous period. Projections indicate that the BULLETIN advertising will be above that of the previous fiscal period. Legal action for collection of past due account purposes was approved with regard to one advertiser.

The Northern California Chapter request to have Mr. Arthur Sowle considered for Life Membership classification was reviewed by the Board. It was agreed that the Board would recommend to the next annual conference meeting of the Executive Committee that Mr. Sowle be presented in nomination to the 41st Annual Conference Quorum for this class of membership because of his having served a full term as President of this Association. It was also agreed that the Executive Secretary would request the Chairman of the Resolution and ByLaws Committee to devise a resolution which would modify the pertinent section of the ByLaws for the purpose of establishing criteria to be used in evaluating future nominations for Life Membership.

BOARD OF OFFICERS MEETING

Woodlake Inn, Sacramento, California

Monday, March 17, 1975

The Board reconvened at 0900 hours. All present, including McMillian and Kittner.

The Board directed the Executive Secretary to submit monthly reports of past 30 day activities and anticipated activities during the coming month. The Board felt that the National Office was working at such speed that events were overtaking them prior to sufficient notification.

The Executive Secretary presented a proposal in which he recommended topics to be used as a starting point in an Association project to publish a set of long range goals. The goals would identify the ultimate capabilities that should be expected in public safety communications, now and in the future. They would serve as a measure to be applied against present and future decisions, objectives, policies and regulations. They would serve to identify APCO's position in the order of things in the public safety communication community. They could be used by users, vendors, consultants, federal agencies, etc., in reviewing their own planning. In the process APCO would elevate its position in the public safety community and make its worth more visible to its membership. The Board directed McMillian to proceed with this project to the point that the Board might approve the goals and recommend them to the national Executive Committee as a matter deserving ratification by a National Conference Quorum.

McMillian presented the Board with the final check received from the 1974 Annual Conference. He had expressed the appreciation of the Association to the 1974 Committee for a job well done, and requested President Miller to write a letter to 1974 Conference Chairman Eddie Simon releasing him from his duties.

Mr. John Simmons appeared before the Board and asked for support for a nomination he had received for appointment to a public safety land mobile committee proposed to be formed within the IEEE. The Board pledged its wholehearted support. Mr. Simmons also advised he was thinking of entering a bid for the 1980 Annual National Conference to be held in Phoenix, Arizona and desired assurance of support from the National Office in certain logistical activities. Mr. Simmons was assured of that support by the Board.

McMillian advised the Board that the 1975 Conference planning was progressing satisfactorily, but that the effort was reaching several critical points. The final program should be drafted in May and the second Conference mailing made in June.

Nick Missailidis and Frank Devine have reached an agreement with the Americana Hotel for the 1976 Conference. Lt. Missailidis and Lt. Devine will meet with the 1975 Conference during its meeting in May, 1975.

The Board accepted Mr. Tom Sikora's resignation as Chairman of the 1977 Conference to be held in Chicago. Mr. William Miller volunteered to fill the vacancy. The Board accepted his offer and named Mr. Miller as the 1977 Annual Conference Chairman.

McMillian is to meet with Mr. Russell Robinson in Detroit as soon as possible to select hotel property for the 1978 Annual Conference.

The discussions being held between the LEAA, OTP, NCIC and NLETS regarding the future role of the NCIC and NLETS systems were reviewed.

It was agreed that President Miller and Vice President Armitage would attend the North Central Regional Conference. President Miller and President-Elect Devine would attend the East Coast Regional Conference. Project Director Kavanagh would attend both, since he has been requested to make a presentation about Project 13. McMillian would not attend any other regional conference except the East Coast Regional meeting in the event the 1975 Annual Conference Committee met there during that time.

Mr. Will McGibbon and Mrs. Sandra Haase of the FCC appeared before the Board to discuss the possibility of obtaining assistance in matters concerning the operation of the FCC Spectrum Management Center in Chicago. The Board spoke of its appreciation for these two Commission people to appear and bring them up to date, and pledged better Association support. In this regard, McMillian was directed to write to Mr. McGibbon asking him to list the specific areas in which he felt APCO could be of some value to his efforts.

The Board recessed at 1700.

BOARD OF OFFICERS MEETING

Woodlake Inn, Sacramento, California

Wednesday, March 19, 1975

The Board reconvened at 1530. Counsel Kittner not present. McMillian present.

The new pocket patch crests were approved. They are to be sold at \$12.00 each, which is less than \$2.00 more than cost, not including handling, etc.

Courses of action were taken to obtain plaques and certificates for awards.

Vice President Armitage reported on his massive update mailing to chapter secretaries, on March 31, 1975. He plans to combine the Secretary's Manual and the Executive Committee Handbook in order to make a more comprehensive and easier-to-keep-up-to-date book.

The Board adjourned at 1730.