

Associated Public-Safety Communications Officers, Inc.

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PRESIDENT

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

PRESIDENT-ELECT

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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

904/427-3462

904/428-8700

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

November 4, 1975

TO: The Board of Officers

FROM: The Executive Secretary

SUBJECT: October Monthly Activity Report

This report covers those major activities engaged in and not made visible to you by means of letters and copies of correspondence.

The annual packages of supplies for chapter secretaries have been mailed to all chapters. The instructions for the use of the supplies, included in the packages, are the same as those furnished last year in view of no change in Constitution and ByLaws provisions that would affect the instructions.

J. Don Shields, chairman of the Operating Procedures Committee, has been successful in obtaining a grant from the North Carolina Office of Criminal Justice for the purpose of employing a director of training for operators and dispatchers in that state. The director will visit this office for background briefing. More will be furnished you in this regard as the program develops.

Along these lines, Nate McClure is making application for a grant to the Illinois Law Enforcement Council for the purpose of providing operator training aids. You will also be kept informed in this regard.

Marshall Treado, working under an LEAA grant with the Department of Commerce, is instituting a survey designed to give his group information about what use has been made of their telecommunication standards in law enforcement work, and to gain guidance in the matter of added needs in this area. This office furnished him a number of Association members for polling purposes.

We continue to look into costs and benefits of liability and health and accident insurance policies. You will be kept advised in these matters.

We have been working to a significant degree in pending Commission dockets. I have asked our counsel to write a supplement to our reply comments in Docket 20560 in view of certain apparent ambiguities. You will be informed.

John Simmons has advised the 1976 Western States Regional Conference dates are March 23 - 25, 1976.

We have been contacted by Contract Research Corporation. This company is making a study for the Office of Education, looking into the need to support practical education to provide for new and innovative trends. They were impressed by our efforts to obtain national operator/dispatcher training aids. It is expected that at some time in the future we may hear more from this source.

We have now shipped 80 Communication Leadership Skills programs. We have ordered a third lot of 50 in view of a six week lead time requirement. The new programs will have the albums in APCO blue imprinted in gold.

Bill Miller expects to give us firm commitment information regarding the 1977 Annual Conference sometime this month.

A significant amount of time has been spent in developing a satisfactory arrangement with Don Kavanagh regarding his services in the future. As soon as this has been completed to whatever end, you will be provided the result and the reasoning behind the agreements or the contrary conclusion.

As you know, two of our girls have had their hysterectomies removed!!! Both Barbara and Vivian are doing well. Barbara will probably return to work the first part of November. Vivian is expected back during the latter part of November. Vivian will continue to keep her fiscal reports current while convalescing at home.

Everyone here appreciates the thoughtfulness of the Board members during this trying period. Thank you.

Also, all of the office employees appreciate the gift of \$2,250 from the Atlantic Chapter for the purpose of contributing toward the purchase of a much needed new copying machine and allied equipment. Nearly every piece of capital equipment in the office now bears the label of the Atlantic Chapter. Particular thanks are given to Alan and Frank for their drive for this fund. We hope to have the new equipment sometime in November.

I am also enclosing the monthly activity reports from the Project Manager and the Assistant Bulletin Editor.

IN HOUSE MEMO

TO: THE EXECUTIVE DIRECTOR

FROM: THE PROJECT DIRECTOR

SUBJECT: PROJECT 13 ACTIVITIES REPORT, OCTOBER 1975

DATE: NOVEMBER 3, 1975

The month of October 1975 was spent in wrapping up the final details on the present Project 13, negotiating the add-on and taking those steps possible in preparation for the add-on.

On the 6th and 7th of October Task Group I met in New Smyrna Beach to make the Final Review of the Project 13 Report and its' associated Guidelines. A number of corrections and additions were generated during this meeting. The Booz, Allen & Hamilton attendees agreed to incorporate these changes in the Final Report.

During the week of October 13th, distribution lists of the Final Report were prepared and letters of transmittal written. These letters were provided to Booz, Allen & Hamilton so that they could mail the reports directly from their office. Distribution plans include the delivery of 26 copies of the Final Report in person to the LEAA on the 5th of November.

Letters were sent to the invited participants in Task Group II now being formed for the Project 13A add-on. Members invited were Bill Miller, Don Allen, Phil Byrd, Al Talbott, Bruce Karr and Chuck English. Acceptances have been received from all except William L. Miller.

The Project Director visited Booz, Allen & Hamilton on the 20th and 21st of October to make a Final Review of the Project 13 Report and the status of the incorporation of Task Group I's final comments. After review of the documents Booz, Allen & Hamilton was given approval for the plans for printing and binding the Final Report.

Booz, Allen & Hamilton provided cost estimates for the preparation of 100 extra copies of the Final Report in conjunction with the 200 contract deliverables. A final article on the Project 13 for publication in the December issue of the Bulletin was prepared.

During the week of the 28 October, considerations were given to the identification of states that might be candidates for the Project 13A Plan. For reasons such as need, accessibility, representativeness, scope of effort involved, possible support, the states of Georgia, Louisiana, Kansas, Wisconsin, Oklahoma, Missouri, Indiana and Nebraska are principle nominees. Georgia, Kansas, and Louisiana seem to head the list of those under present consideration.

On 30 October, Bill Bailey called and identified several points regarding our application for the add-on that had been raised by the LEAA comptroller people. For reasons known only to them they have decided to terminate Project 13 on 5 November and initiate the add-on with a new grant. This required the development of a sole source justification for Booz, Allen & Hamilton and the clarification of one or two very minor administrative points in the applications. These documents will be hand-carried to LEAA on 5 November.

Bailey advised that LEAA may have difficulty completing the paper work to the add-on by the 6th of November. He was not completely clear on what mechanism could overcome this difficulty or what alternatives existed. I suggested that these might be best resolved by personal discussion during my visit on 5 November.

DDK/mr

November 5, 1975

TO: The Executive Secretary

FROM: Assistant Editor, APCO BULLETIN

SUBJECT: Monthly report

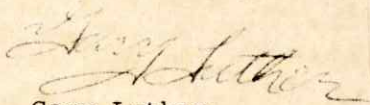
ADVERTISING: In search of new accounts, a copy of the "Standard Directory of Advertising Agencies" has been purchased. This contains the names of various advertising agencies nationwide, their staff members and their clients.

A "form" letter to potential advertisers and agencies has been created to carry a pre-printed message as well as provide space for a personalized message. This will speed media mailings to prospects, while preserving the personal letter touch. A copy is attached.

Advertising lineage was up 74% in the September BULLETIN over last year. October was 7.7% below and November was 7.8% above last year's figures.

PUBLICATION SHIPPING DEPARTMENT: New self-adhering labels have been obtained to eliminate the need of several rubber stamps used in publication mailings. These labels are on rolls, which can easily and quickly be run through the typewriter. A sample is attached.

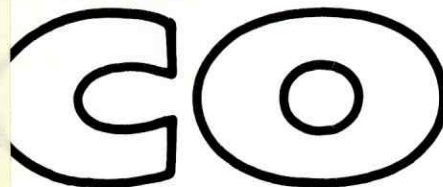
NEWS RELEASE: A special news release and photo of the Communications Leadership Skills course was sent to eight communications-related magazines for possible inclusion in their "New Products" sections.


Gary Luther

FROM
**ASSOCIATED PUBLIC-SAFETY
COMMUNICATIONS OFFICERS, INC.**
X 669 NEW SMYRNA BEACH, FLORIDA 32069

RETURN POSTAGE GUARANTEED

ETY COMMUNICATIONS



THE ASSOCIATED PUBLIC-SAFETY COMMUNICATIONS OFFICERS, INCORPORATED

You want to stretch your advertising dollars. Why not have a direct line to the decision makers in the two-way land mobile communications field?

APCO is the oldest and largest public safety radio user association, founded in 1935. Every month, the APCO BULLETIN provides the latest news to our membership: new communications networks, EMS, technical and operational articles, regulatory and legislative news of interest to public safety communicators.

Over 5,000 paid subscribers want their BULLETIN . . . and read it.

Though everything else is more expensive, advertising rates in The BULLETIN will not change during 1976. No quality compromise, either: the same high quality lithographic techniques and 80# enamel paper will be utilized.

The BULLETIN is the medium; let our membership be your advertising market. We're not hard to find; you can find us in Standard Rate and Data Service, section 122. Or call us at 904-427-3461 and we can discuss your advertising needs.



JOURNAL OF PUBLIC-SAFETY COMMUNICATIONS

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