



**DATE:** June 9, 2022

**TIME:** 2:40 – 3:30 pm

**LOCATION:** 100 Community Place  
Crownsville, MD 21032

## MD FIRST System Users Committee

### Quarterly Public Meeting

#### ▪ Members in Attendance

- David Larsen MDOT
- Shannon Cotton, Sergeant, Towson Univ. PD
- Nathan Durman NRP/Vice Chair, System Managers' Committee
- Bobby Ritchie Chief, Lonaconing Fire Department Allegany County
- Korey Rounds, Lieutenant, Cumberland City PD
- Joshua Bosley, EMS Captain, Cresaptown Fire Department Allegany County
- Phillip Via, Radio System Manager, Allegany County
- John Butts, Officer, MNRP
- Andrew Cummins, Officer, MNRP
- Christopher Parker, Officer, MNRP

#### ▪ Board Support Staff in Attendance

- Norm Farley
- Brandon Renehan
- Cindy Cole
- Justin Ellingwood
- Pat King
- Charley Bryson

### Call to Order – 2:40 pm

#### Inaugural Meeting, Introduction of Members

- No previous meeting minutes to review or approve.
- Each member was given an opportunity to introduce themselves to the group.
- Patrick King introduced himself as the Chairman Pro-Tem of the Committee, appointed by Norm Farley, Director, RCB until elections are held.

#### Committee Purpose/Scope – Patrick King

This Committee was established pursuant to the 2014 law that established the Radio Control Board, Annotated Code of Maryland, Public Safety Article, § 1-501-1-503.

- System Users Committee – To advise the Radio Control Board on operational issues such as (but not limited to) operational, tactical, and instructional employment of the MD FiRST System in support of the use and operability of the system. This committee will also propose policies, procedures, protocols, and tactics intended to improve the use of interoperable communications on MD FiRST.

#### Establishment of Voting Members/Process – Patrick King

Voting members are agencies with signed Primary, Limited Primary, or Interoperability MOUs, State Agencies using the System, and MD counties that use MD FiRST as their Primary communication system. Each voting agency is allowed one vote.

#### Election of Chair, Vice-Chair

- At this meeting, there were only three (3) agencies officially represented.
  - Allegany County
  - Maryland Natural Resources Police
  - Maryland Department of Transportation (MDOT)
- Towson University was represented with a System Managers' Committee member
- Elections will be held at a point when sufficient agencies are represented as to constitute a consensus. The Chair entertained a discussion on how many agencies would meet this threshold. Discussion held.

**Motion Made to Floor:**

**The System Users’ Committee will hold elections for Chair and Vice-Chair at the next meeting where no fewer than five (5) agencies/members are represented.**

Motion Made: Andrew Cummins (NRP)

Seconded: David Larsen (MDOT)

Discussion

The motion passed unanimously:

Yea = 4

Nay = 0

**Review of Maryland Open Meetings Law – Patrick King**

Patrick presented The Maryland Open Meetings Law review.

**MD FiRST Project Status Update**

Was presented by Jennifer Zambito at the System Managers’ Committee meeting held prior to this meeting, which the Users’ Committee members attended.

**Coverage Improvement Program**

Was presented by Jennifer Zambito at the System Managers’ Committee meeting held prior to this meeting, which the Users’ Committee members attended.

**Operations Status Update**

Was presented by Brandon Renehan at the System Managers’ Committee meeting held prior to this meeting, which the Users’ Committee members attended.

**Open Discussion/Good of the Order**

General discussion regarding coverage improvement and how users’ input directly affects the response from the DoIT team.

The members were encouraged to submit topics and/or statistics they would like to see included in future meetings.

Discussion: Target buildings such as jails, hospitals, courthouse, schools that have LTE or Wifi connectivity would have the ability to use Wifi to access MD FiRST when in these types of facilities. This capability is potentially available when Critical Connect is acquired, and only then on WiFi-enabled radios. At a point when the Critical Connect hardware is installed, this and other features will be tested, from the tests a SOG will be written and presented.

**Closing/Adjournment**

There being no further business to conduct, a motion was considered to adjourn the meeting.

**Proposed Motion - I move that we adjourn and reconvene prior to the next RCB meeting in September 2022.**

Moved – David Larsen (MDOT)

Second – Norm Farley (Director)

The vote was taken, passed unanimously and the meeting was adjourned at 3:19 pm.

**Chairman of System Users Committee APPROVAL:**

*(Signature & Date)*

*William Patrick King*

9/1/2022

**Director of Board APPROVAL:**

*(Signature & Date)*

*Norman Farley*

Norman Farley (Dec 15, 2022 12:40 EST)

Dec 15, 2022