

**FY 2019 Budget Questions & Answers**  
**Finance Committee**

<b>Dept. Number, Name + Account</b>	<b>Questioner's Name/Question</b>	<b>Response</b>
#215 PS Comm	<b>Galvin:</b> What is the actual and percentage change in the FY 19 budget for Public Safety Communication over FY18?	This is the second year of operation. There was a 1.57% increase over last year's budget.
#215 PS Comm	<b>Galvin:</b> Please Explain the cost increases in contracted services. What services are contracted?	Contracted services are those related to maintenance and upkeep of all the communications equipment (i.e. the UPS- the radio units- their maintenance.) These are maintained through 24-hour service contracts with Cyber-com and Motorola
#215 PS Comm	<b>Galvin:</b> Please identify potential cost drivers in your budget?	It is difficult to tell what the cost drivers are because some of the costs, like power, have not been broken out yet. There is an effort to separate out the various costs from the prior police and fire budgets, to come up with a unified budget for this entity, but this has not been totally completed.
#215 PS Comm	<b>Galvin:</b> Pleased identify any potential areas of cost reduction that you can see for the years ahead?	It is anticipated that as the communications section becomes more and more unified that associated costs carried by the police and fire departments will drop away. The consolidation should show results in the very near future.
#215 PS Comm	<b>Galvin:</b> Do you believe that you are adequately staffed to fulfill your mission	To some extent, the section is staffed to cover basic demand 24/7, however the overtime budget is high because there is not enough cushion in the budget to account for time off, either through family leave, or medical leave. There is also a lot of turn-over in the positions.
#215 PS Comm	<b>Galvin:</b> Do you believe that you are adequately equipped to fulfill your mission	Equipment wise this section is in good shape. There is good redundancy with the State Police. Westford is the focal point for Fire District 6. Direct communications with MEMA in Framingham.
#215 PS Comm	<b>Galvin:</b> Have formal protocols been developed to guide the	Protocols have been developed. The dispatchers

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	dispatchers on the various types of calls affecting both police and fire? When were they developed and by whom?	are now about 50% cross trained and that effort is continuing. Calling and dispatching is a separate activity. Call information is forwarded to dispatchers via a CAD system.
#215 PS Comm	<b>Galvin:</b> Has an ICS protocol been formulated and is it in play at this time? To cover joint operations between police and fire? Mutual aid involving outside police and fire?	This is still being worked out. However, the incident commander for whichever side (police or fire) in charge of a major concern reports to the center and manages the incident from there.
#215 PS Comm	<b>Galvin:</b> Are you working under any state mandates? If so please identify them.	The only mandates are the CMR's related to dispatcher certification and equipment capabilities.