

THESE MINUTES HAVE NOT BEEN FORMALLY APPROVED AND ARE SUBJECT TO CHANGES OR MODIFACATION BY THE PUBLIC BODY AT ITS NEXT REGULAR MEETING.

Franklin Township Fire District No. 3
Board of Fire Commissioners
Minutes of Special Meeting
Wednesday, November 2, 2011

APPROVED
FILE COPY

Meeting Opened: 7:01 PM.

Pledge of Allegiance

Moment of Silence

Commissioner Krushinski announced that this meeting is being held in compliance with the Open Public Meeting Act in that notice was furnished to the News Tribune and on the bulletin boards at each Fire Company and Township Clerk as presented by law.

ROLL CALL:

Upon Roll Call the following members of the Franklin Township Board of Fire Commissioners of District No. 3 were in attendance:

Douglas Krushinski	Present
John Ritterson	Present
Thomas Canales	Present

ALSO PRESENT: John Dowbachuck Communications Consultant and Joe Danielsen IT Consultant. On conference call is Carrie with Fire Programs Software and Iman and IT Professional.

PUBLIC GUESTS PRESENT: Chief 27C Chris Banks

Comm. Canales stated he has done research of his own and has reviewed the quote from Fire Programs. He stated he feels comfortable having five users at a time in the program.

John Dowbachuck stated members can log on at the same time but might not be able to see what the other people are entering until it is uploaded.

Comm. Canales questioned how long the program has been active.

Carrie stated since January this year on the web based.

Comm. Canales questioned if the District will be sharing servers with other fire companies.

Carrie stated yes on a server 2008 quad core with a limit up to 30 companies on one server.

She stated the server has power backup, hosted in a secure facility which is hurricane proof in Florida. She stated it is backed up each day at another facility at actual physical locations.

Comm. Canales questioned if they are secure Homeland Security.

Carrie stated she was not sure.

Comm. Canales questioned if they would need that level of security because they are a fire district.

Carrie stated it has never been brought up before with other clients and their company services entire counties with paid and volunteer departments. She stated there are trust certificates on the servers.

Comm. Canales questioned how many ISPs are in service.

Carrie stated she was not sure.

Comm. Canales questioned what backups are in place.

Carrie stated there are daily backups and an entire backup with a machine daily.

Comm. Canales questioned if there were any retention schedules.

Carrie stated the retention is fourteen days for a full computer backup, five days for computer backups and file base backups.

Comm. Canales questioned if there were any other hidden fees.

Carrie stated that there is a onetime setup fee based on package/users. She stated the annual maintenance fee is based on the package.

Comm. Canales questioned the termination of service agreement and what, if any, is the termination fee.

Carrie stated there is no fee to stop on a case by case basis.

Comm. Canales stated that he would like that in the service agreement.

Carries stated that it is in the service agreement, they keep database when finished.

Comm. Canales questioned if there is a setup.

Carries stated it is a web based program they can download from an email.

Comm. Canales questioned what the hours of service operation are.

Carrie stated the hours are Monday thru Friday 8 Am until 5 Pm EST with the option to setup an afterhours appointment. She stated there may be a \$50 per hour fee.

Comm. Canales questioned if there is a limit in the number of support tickets.

Carrie stated no.

Comm. Canales questioned what the program is hosted on.

Carrie stated it is hosted on a physical terminal server.

Comm. Canales questioned John Dowbachuck if he has had any personal experience with the system.

John Dowbachuck stated no but he has spoken with county and many other people are using the system.

Comm. Canales questioned if they have had any issues.

John Dowbachuck stated one obstacle is to get the data exported, they may need a special script file from QED, and that it may interfere with county server.

Joe Danielsen stated that hosting is a good way to go, you will not have to purchase a server or have any upkeep.

Next Meeting:

Wednesday, November 16, 2011 at 7:00 PM.

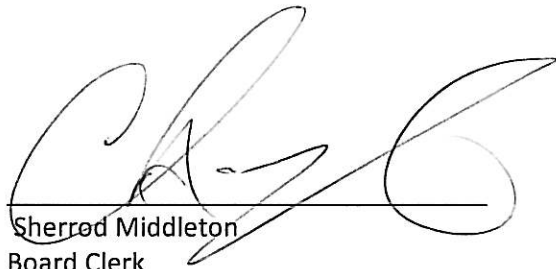
ADJOURNMENT:

UPON MOTION MADE by John Ritterson and seconded by Thomas Canales, the Board adjourned the meeting at 8:09 PM.

Roll Call:

Douglas Krushinski	Present
John Ritterson	Present
Thomas Canales	Present

MINUTES APPROVED ON: The 18th day of January, 20 12.



Sherrod Middleton
Board Clerk

Prepared by: Chantel M. Orphanos