



OEM

510 Grumman Road West • Bethpage, NY 11714

Tel. (516) 573-0636 • Fax. (516) 573-9658

Office of Emergency Management • Nassau County, NY

www.NassauCountyNY.gov/Agencies/OEM

Edward P. Mangano
County Executive

Craig J. Craft
Commissioner

To Nassau County Emergency Service Agencies:

I am writing to seek your assistance with an important interoperable radio project. The Department of Emergency Services Office of Emergency Management (OEM) has secured a grant from the NYS Division of Homeland Security (DHSES) to improve emergency services communication interoperability in Nassau County. OEM has contracted the New York State Technology Enterprise Corporation (NYSTEC) to manage and deliver the program. The success of this project is dependent on the cooperation of all Police, Fire, EMS and Public Works agencies in the County.

One part of the project requires an accurate assessment and inventory of the existing communication infrastructure in the County. To conduct this work, we have created an online data collection tool to gather communication system information in the following areas:

- Radio Systems (base stations, towers, frequencies, etc.)
- Mutual Aid Channels (frequencies and agencies)
- Gateways (fixed and portable)
- Radio Caches (spares for incident scene deployment)
- Dispatch Center (equipment, serving agencies, etc.)
- Agency Usage (radios, partners, etc.)

This collected information will be used to understand communications needs and develop a plan to improve operations, and policy and procedures regarding public safety communications. Ultimately the plan will lead us to enhanced interoperable communication capabilities with other agencies within the County and with neighboring jurisdictions.

I ask that you please log onto the website below to complete the online survey by COB of 17 February 2017.

You can access the survey via the attached link:

<https://www.surveymonkey.com/r/NASSAUCOIO>



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It is recommended that you print the .pdf version of the survey (attached) and complete by hand prior to entering the results into the electronic version.

This survey requires Radio Communications knowledge and requests information that may require information from others. It is recommended that the person(s) with knowledge regarding your system, such as a radio technician or vendor, assist in providing this information.

Because the **ELECTRONIC SURVEY MUST BE COMPLETED IN ONE SITTING**, you are strongly encouraged to print a hard copy (attached .pdf) and use it to organize your responses before taking the survey. Instructions have been included on the form that will help you manually skip over sections that are not applicable for your agency. Ignore the "paper copy" instructions when taking the on-line survey. Please be aware that when taking the on-line survey questions may be numbered differently than those on your printed hard copy, however, section numbers will match.

While taking the survey, **DO NOT USE YOUR BROWSER'S BACK ARROW**. Instead, use the "Prev" and "Next" buttons located at the bottom of each page of questions to navigate. (Using the browser back arrow will result in exiting the survey and losing entered data.)

If you already have some or all of the information requested on hand in a table, spreadsheet, drawing or database format, I ask that you send an electronic copy to NYSTEC at:

mcampbell@nystec.com

If you only have paper copies of the information, I ask that you copy and mail or fax to:

Matt Campbell
NYSTEC
540 Broadway - Suite 300
Albany, NY 12207
Phone: (518) 380-4902
Fax: (518) 431-7037



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Please be sure to clearly identify your agency and contact information on any information you send. Contact mcampbell@nystec.com with any questions about the survey.

Thank you for your valuable assistance with this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig J. Craft".

CRAIG CRAFT
Commissioner, Nassau County
Office of Emergency Management