



# Fort Monmouth Economic Revitalization Planning Authority

## **Overview Of Shared Emergency Services Feasibility Study and Recommendation**

*Presented to:  
Oceanport Council Members  
23Aug08 Town Hall Meeting*

23Aug08

*Presented by: Diane Canterbury*



- Overview
- Accomplishments by Task
  - Task #1 Court System
  - Task #2 Police/OEM
  - Task #3 Fire/First Aid
  - Task #4 Nearby Towns
- Path Forward
- Closing Remarks



## Overview

- Following the process of approval from the FMERPA Board on 16Apr08; Jersey Professional Management (“JPM”) was awarded the Shared Emergency Services Feasibility Study RFP. The Shared Emergency Services Feasibility Study RFP was officially approved and awarded on 01May08. This contract is a six month effort effective from date of FMERPA Board approval (16Apr08) through 16Oct08. However, the Final Recommendation was due on 16Jul08 and the consultants efforts have been minimal thereafter.
  - Draft Task Reports received 27May08
  - 02Jun08; Sea Bright requested inclusion into the Shared ES Feasibility Study and Sea Bright Council voted on officially for their inclusion on 03Jun08
  - Final Task Reports received 07Jul08
  - Final Study Recommendations received 16Jul08
  - Initial Working Group Meeting during Emergency Services Advisory Committee (“ESAC”) to address/discuss recommendations via the Final Report and/or Final Recommendation 24Jul08
  - Inclusion of Little Silver completed 14Aug08
- FMERPA provide status and progress to the County and three host communities/municipalities on a bi-weekly basis and monthly to the FMERPA Board.
- The overall effort has gone smoothly while maintaining the tight schedule for the Final Recommendation. There were many on-site and off-site activities that included bi-weekly meetings/reports, analysis, compilation, and integration of data, and status and discussion at the Emergency Services Advisory Committee. Open Communication and participation from all stakeholders was encouraged throughout the effort and beyond. The participation and input of key stakeholders continues.

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# Accomplishments

## *Task # 1: Court Systems*



- JPM submitted weekly and bi-weekly reports – they have been reviewed and found to be satisfactory
- **There have been five physical site visits/tours/interviews with Judges and Court personnel w/ multiple telephonic interviews/follow-ups**
- Receipt and Review of Task #1 Draft Report
- Receipt and Review of Task #1 Final Report
- Receipt and distribution of Final Recommendation

## *Task # 2: Police/OEM*



- JPM submitted weekly and bi-weekly reports – they have been reviewed and found to be satisfactory
- **There have been thirteen physical site visits/tours/interviews with Police and OEM personnel w/ multiple telephonic interviews/follow-ups**
- Receipt and Review of Task #2 Draft Report
- Receipt and Review of Task #2 Final Report's (two separate documents; Police & OEM)
- Receipt and distribution of Final Recommendation

## *Task # 3: Fire/EMS*



- JPM submitted weekly and bi-weekly reports – they have been reviewed and found to be satisfactory
- **There have been nine physical site visits/tours/interviews with Fire and EMS personnel w/ multiple telephonic interviews/follow-ups**
- Receipt and Review of Task #3 Draft Report
- Receipt and Review of Task #3 Final Report's (two separate documents; Fire & EMS)
- Receipt and distribution of Final Recommendation

## *Task # 4: Nearby Towns*



- JPM submitted weekly and bi-weekly reports– they have been reviewed and found to be satisfactory
- **There have been fourteen physical site visits/tours/interviews with nearby towns Mayors, Court, Police/OEM, Fire/EMS personnel w/ multiple telephonic interviews/follow-ups**
- Receipt and Review of Task #4 Draft Report
- Receipt and Review of Task #4 Final Report
- Receipt and distribution of Final Recommendation
- Receipt and Review of Little Silver inclusion

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## Path Forward

- Detailed analysis of data gathered as we fine tune the recommendation through the Shared Emergency Feasibility Study Working Group Meetings.
  - 07Aug08 Court Services
  - 21Aug08 Police Services
  - 04Sep08 OEM Services
  - 18Sep08 Fire Services
  - 02Oct08 First Aid/EMS Services
  - 16Oct08 Go-Backs for all Tasks
- Actions via FMERPA, Emergency Services Advisory Committee, and Key Stakeholders
  - Continue discussions/follow-up w/ Working Group meetings action items and provide status at FMERPA Board meetings
  - Provide recommendation to FMERPA Board post 16Oct08
- Actions via Jersey Professional Management
  - Attend and participate in task specific Working Group meetings, as requested and required

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## Closing Remarks

- The Municipalities and constituents have and will be asked for their responses to the data and recommendations of the consultant. Ultimately, the decisions will be made by the municipalities and constituents.
- This study has been conducted to provide municipalities options with data gathered at no expense to the towns.
- A lot of work has been and continues to be accomplished
- Expression of appreciation goes out to all stakeholder participants for their past, present, and continued efforts for this endeavor. The time, input, cooperation, and expertise are valued and praised.



# Back-up Slides

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# Fort Monmouth Economic Revitalization Planning Authority

## ***FMERPA Shared Services RFP Award Deliverable, Action Items, & Milestone Status***

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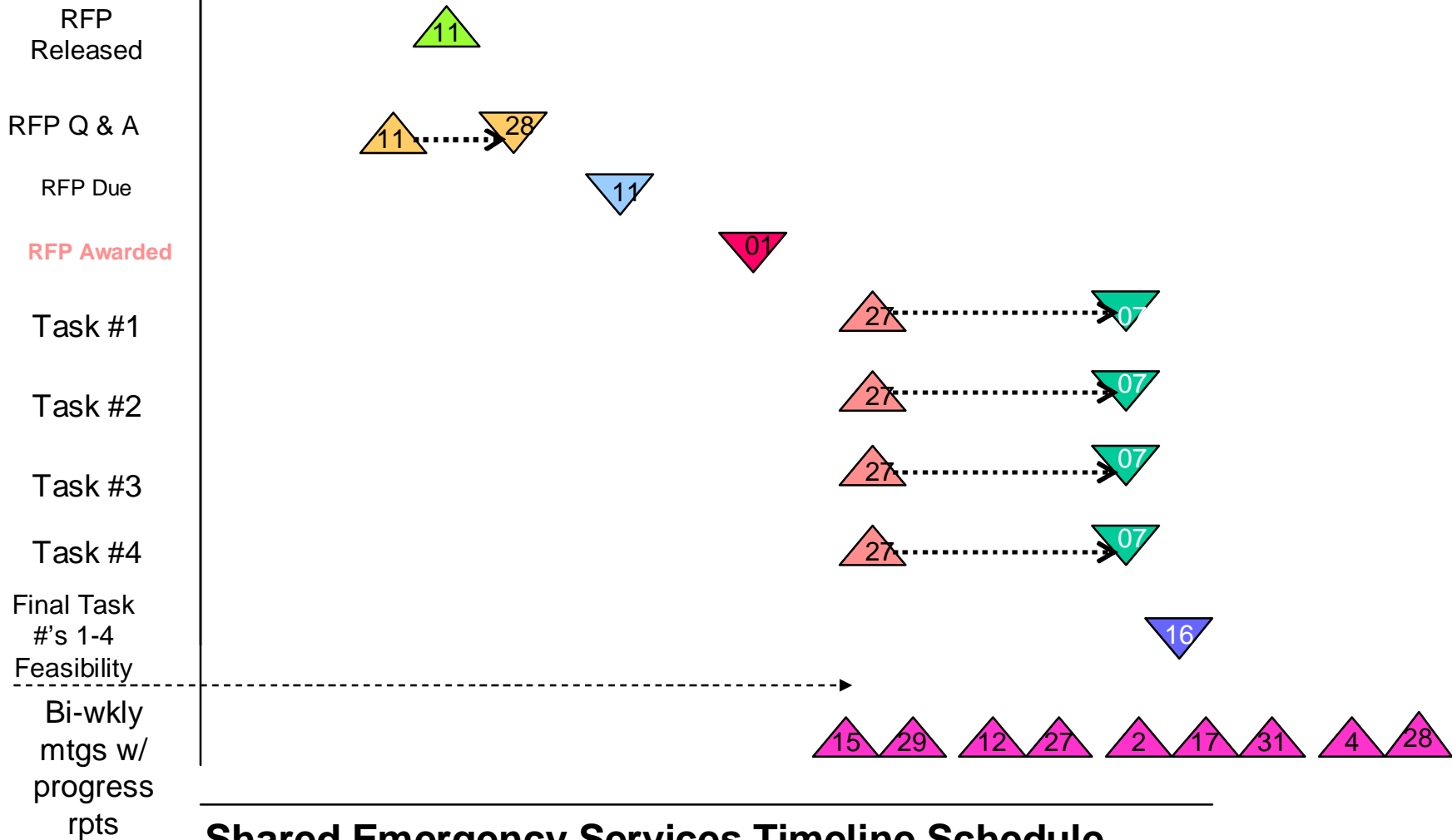


Item	Date(s)
RFP Released	11Mar08
RFP Q&A	11Mar-28Mar08
RFP Due to FMERPA	11Apr08
RFP Awarded	01May08
Task #1 Draft Report Due to FMERPA	27May08
Task #2 Draft Report Due to FMERPA	27May08
Task #3 Draft Report Due to FMERPA	27May08
Task #4 Draft Report Due to FMERPA	27May08
Task #1 Final Report Due to FMERPA	07Jul08
Task #2 Final Report Due to FMERPA	07Jul08
Task #3 Final Report Due to FMERPA	07Jul08
Task #4 Final Report Due to FMERPA	07Jul08
Final Feasibility Recommendation Due to FMERPA	16Jul08
Bi-Weekly Mtgs and others, as required w/ progress reports	15, & 29May08 12&26Jun08
*Note – post 17Jul08 bi-wkly meetings cancelled and replaced w/ task specific bi-weekly Working Group meetings during Emergency Services Advisory Committee Meetings.	2, 17, & 31 Jul08 14&28Aug08

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Deliverable timeline in accordance w/ 01May08 award

FEB08				MAR08				APR08				MAY08				JUN08				JUL08				AUG08					
04	11	18	25	03	10	17	24	31	07	14	21	28	05	12	19	26	02	09	16	23	30	07	14	21	28	04	11	18	25



### Shared Emergency Services Timeline Schedule

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RFP Released	RFP Q&A	RFP Due	Draft Report Due	Final Report Due	Bi-Weekly Meetings	Feasibility Due	RFP Awarded
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# Fort Monmouth Economic Revitalization Authority

## Shared Emergency Services RFP *Significant Milestones*

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# Shared Emergency Services RFP Milestones

■ Blue (B) = Closed      ■ Yellow (Y) = Retrievable  
■ Green (G) = On Schedule      ■ Red (R) = Non-Retrievable

Shared ES RFP Significant Milestones	STATUS	Target Date	Actual Date	Action Officer	Comments/Path Forward
RFP Awarded to JPM	B	01May08	01May08	Diane Canterbury, FMERPA	
FMERPA & JPM Administrative Kick-off Meeting	B	02May08	02May08	Diane Canterbury, FMERPA	
FMERPA Stakeholder Kick-off Meeting	B	06May08	06May08	Diane Canterbury, FMERPA	
FMERPA agreed and provided direction to JPM (Dave Kochel) that id'd surrounding communities interview/gather data in spt of & IAW Task #4	B	06May08	06May08	Diane Canterbury, FMERPA	Ltr to neighboring communities sent 08May08 to Little Silver, Monmouth Beach, Shrewsbury Boro, Shrewsbury Twnshp, & Monmouth Beach for volunteer participation in study
Provided JPM w/tour of host communities outside Garrison	B	13May08	13May08	Diane Canterbury, FMERPA	Provided to D. Mason, JPM
Garrison Windshield Tour	B	14May08	14May08	Diane Canterbury, FMERPA	Provided to D. Mason, T. Shannon, D. Kochel, F. Jahn, T. Michaud, & A. Varga
Reuse Plan presentation to JPM Leads	B	20May08	20May08	Diane Canterbury, Frank Cosentino, & Rick Harrison, FMERPA	Provided to D. Mason, D. Kochel, F. Jahn, J. Donohoe, & J. Roberts
Rcvd request to include Sea Bright in Task #4 (nearby towns) on 02Jun08	B	03Jun08	03Jun08	Diane Canterbury, FMERPA	03Jun08 Sea Bright officially included. Current/pending agreements w/ Monmouth Beach, justify inclusion. Sea Bright willing to provide data expeditiously – will appear in Final Report deliverable

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# Shared Emergency Services RFP Milestones

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Shared ES RFP Significant Milestones (cont'd)	STATUS	Target Date	Actual Date	Action Officer	Comments/Path Forward
Provided Sea Bright w/ required data & discussed level of effort w/ JPM	B	03Jun08	03Jun08	Diane Canterbury, FMERPA	Provide Sea Bright Mayor Fernandes w/ POC & Data Gathering forms – Sea Bright Council voted for their participation in Shared ES Study
Reviewed DRAFT Reports	B	11Jun08	11Jun08	Diane Canterbury, FMERPA	Comments to DRAFT Reports submitted to JPM on 12Jun08 @ Bi-weekly meeting
Decision/implementation of the course of action to include Little Silver post Final Recommendation	B	18Jul08	08Jul08	Diane Canterbury, FMERPA	08Jul08 – DLC & FCC met w/ Mayor Castleman to discuss course of action. Course of action decided and being implemented

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# Fort Monmouth Economic Revitalization Authority

## Shared Emergency Services RFP Task #1: Court

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## Shared Emergency Services RFP Deliverable Status

Blue (B) = Closed

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Red (R) = Non-Retrievable

Task #1 (Court) Deliverables & Action Items	STATUS	Target Delivery Date	Actual Delivery Date	Action Officer	Comments/Path Forward
DRAFT Report due to FMERPA	B/Y	26May08	28May08	Mr. Fred Jahn, JPM	23May08 Target Date extended to 27May08 based on Memorial Day. 26May08 Extension requested to commence on 02 or 03Jun08 – request denied telephonically on 27May08. JPM stated it would be delivered on 28/29May08. Currently being reviewed. 03Jun08 rcvd bond/signed copy
FINAL Report due to FMERPA	B	07Jul08	07Jul08	Mr. Fred Jahn, JPM	10Jul08 DLC & FCC met w/ Host community Mayors to review/discuss
JPM initial mtg w/ Court Administrators, Judges & other court personnel	B	12May08	12May08	Mr. Fred Jahn & D. Kochel, JPM	0900 @ TF Municipal
OP - Interview meeting w/ Carol Smith , court administrator. Tour of facilities, meet w/ staff & observe operations TF - Interview meeting w/ court administrator. Tour of facilities, meet w/ staff & observe operations	B	13May08	13May08	Mr. Fred Jahn, JPM	1030 @ OP & 1330 @ Eatontown
ETNTWN - Interview meeting w/ court administrator. Tour of facilities, meet w/ staff & observe operations	B	14May08	14May08	Mr. Fred Jahn, JPM	
Court Services WG meeting	Y	07Aug08	07Aug08	Ms. Diane Canterbury. FMERPA	County Court was only representative. This will be revisited on 16OCT08 as a go-back where county rep will gather input and provide to D. Canterbury prior to the 16Oct08 ESAC WG. Attended by JPM reps Mr. Jim Roberts, Mr. R. Deaney, & Mr. D. Kochel.

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# Fort Monmouth Economic Revitalization Authority

## Shared Emergency Services RFP

### Task #2: Police/OEM

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## Shared Emergency Services RFP Deliverable Status

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Red (R) = Non-Retrievable

Task #2 (Police/OEM) Deliverables & Action Items	STATUS	Target Delivery Date	Actual Delivery Date	Action Officer	Comments/Path Forward
DRAFT Report due to FMERPA	B/Y	26May08	28May08	Mr. Tom Michaud, JPM	23May08 Target Date extended to 27May08 based on Memorial Day. 26May08 Extension requested to commence on 02 or 03Jun08 – request denied telephonically on 27May08. JPM stated it would be delivered on 28/29May08. Currently being reviewed. 03Jun08 rcvd bond/signed copy
FINAL Report due to FMERPA	B	07Jul08	07Jul08	Mr. Tom Michaud, JPM	10Jul08 DLC & FCC met w/ Host community Mayors to review/discuss
JPM initial mtg w/ Police Chiefs of Eatontown, Oceanport, & Tinton Falls	B	06May08	06May08	Mr. Tom Michaud, JPM	Mtg @ 9:00 am
JPM mtg w/ Police Chief of Eatontown tour of Etntwn Parameter/Boundary, Oceanport, & Tinton Falls	B	07May08	07May08	Mr. Tom Michaud, JPM	Gathered data such as high call volume areas etc..
JPM visit w/ OP Police Chief to collect analyze and review documentation, interview personnel, observe operations and tour the community	B	08May08	08May08	Mr. Tom Michaud, JPM	
JPM visit w/ Etntwn Police Chief to collect analyze and review documentation, interview personnel, observe operations and tour the community	B	09May08	09May08	Mr. Tom Michaud, JPM	
JPM visit w/ TF Police Chief to collect analyze and review documentation, interview personnel, observe operations and tour the community	B	12&13 May08	12&13 May08	Mr. Tom Michaud, JPM	
JPM site visit w/ Garrison Department of Emergency Services (“DES”)	B	14May08	14May08	Mr. Tom Michaud, JPM	JPM & D. Canterbury visit w/ L. Benevides & J. Hazel via garrison DES

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## Shared Emergency Services RFP Deliverable Status

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Task #2 (Police/OEM) Deliverables & Action Items (cont'd)	STATUS	Target Completion Date	Actual Completion Date	Action Officer	Comments/Path Forward
JPM visit w/ Etntwn & OP to collect, analyze and review documentation, interview personnel, observe operations - continuation	B	15May08	15May08	Mr. Tom Michaud, JPM	
JPM visit w/ Etntwn OEM Coordinator	B	29May08	29May08	Mr. Al Varga, JPM	w/ W. Mego, JPM
Police Team will be in Tinton Falls and Eatontown on Friday, for the purpose of obtaining information concerning traffic safety and community service units.	B	06Jun08	06Jun08	Mr. Jim Roberts, JPM	
Meet w/ Police Chiefs of host communities	B	10Jun08	10Jun08	Mr. James Roberts	discussed interpretation of some of the collective bargaining agreements & police budgets
JPM visit to Eatontown police department	B	11Jun08	11Jun08	Mr. Jim Roberts, JPM	Ref. Community Service & traffic safety
Police Services ESAC WG	B	21Aug08	21Aug08	Ms. Diane Canterbury, FMERPA	JPM attendees: D. Mason, D. Kochel, & A. Varga
OEM Services ESAC WG	G	04Sep08		Ms. Diane Canterbury, FMERPA	

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# Fort Monmouth Economic Revitalization Authority

## Shared Emergency Services RFP

### Task #3: Fire/EMS

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## Shared Emergency Services RFP Deliverable Status

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Task #3 (Fire/EMS) Deliverables & Action Items	STATUS	Target Delivery Date	Actual Delivery Date	Action Officer	Comments/Path Forward
DRAFT Report due to FMERPA	B/Y	26May08	29May08	Mr's. Ted Lowden and Len Dolan, JPM	23May08 Target Date extended to 27May08 based on Memorial Day. 26May08 Extension requested to commence on 02 or 03Jun08 – request denied telephonically on 27May08. JPM stated it would be delivered on 28/29May08. Currently being reviewed. 03Jun08 rcvd bond/signed copy
FINAL Report due to FMERPA	B	07Jul08	07Jul08	Mr's. Ted Lowden and Len Dolan, JPM	10Jul08 DLC & FCC met w/ Host community Mayors to review/discuss
JPM Pre-meeting to Initial First Aid Mtg	B	13May08	13May08	Mr. John Middleton	Held @ 1500
JPM Initial First Aid Mtg	B	13May08	13May08	Mr. John Middleton	Held @ 1600
JPM visit w/ Etntwn First Aid Squad	B	15May08	15May08	Mr. John Middleton	Held @ 1000
JPM visit w/ Etntwn & OP Fire	B	21May08	21May08	Mr. John Middleton	Held @1000 & 1230
JPM visit w/ TF North First Aid Squad	B	22May08	22May08	Mr. John Middleton	Held at 1000
JPM visit w/ OP First Aid Squad	B	23May08	23May08	Mr. John Middleton	Held at 1700
JPM visit w/ TF EMS South	B	28May08	28May08	Mr. Dave Kochel	Held in p.m. A. Varga, JPM also attended
JPM visit w/ TF Fire Districts	B	02Jun08	02Jun08	Mr. Dave Kochel	

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Task #3 (Fire/EMS) Deliverables & Action Items (cont'd)	STATUS	Target Delivery Date	Actual Delivery Date	Action Officer	Comments/Path Forward
Tour Garrison Fire/EMS sites & DES facility	B	03Jun08	03Jun08	Mr's. Ted Lowden and Len Dolan, JPM	D. Canterbury accompanied JPM reps: Dolan, Middleton, Kochel, Roberts, Shannon, & Mason
Meeting with MONOC	B	11Jun08	11Jun08	Mr. Dave Kochel, JPM	
Site visit to Etnwn, OP, and TF	B	13Jun08	13Jun08		conducting fire risk analysis surveys
Meeting w/ Monmouth County Fire Marshall and Fire Coordinator (@ Fire Academy)	B	16Jun08	16Jun08	Mr. Len Dolan, JPM	w/ Dave Kochel.
Meet w/ NJ State First Aid Council	B	19Jun08	19Jun08	Mr. Dave Kochel, JPM	Met w/ Mr. Paul Roman
Fire Services ESAC WG	G	18Sep08		Ms. Diane Canterbury. FMERPA	
First Aid/EMS Services ESAC WG	G	02Oct08		Ms. Diane Canterbury. FMERPA	

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# Fort Monmouth Economic Revitalization Authority

## Shared Emergency Services RFP Task #4: Near-by Towns

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## Shared Emergency Services RFP Deliverable Status

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Task #4 (Tasks #1 - #3 w/ Nearby Towns) Deliverables & Action Items	STATUS	Target Delivery Date	Actual Delivery Date	Action Officer	Comments/Path Forward
DRAFT Report due to FMERPA	B/Y	26May08	29May08	Mr. Dave Kochel, JPM	23May08 Target Date extended to 27May08 based on Memorial Day. 26May08 Extension requested to commence on 02 or 03Jun08 – request denied telephonically on 27May08. JPM stated it would be delivered on 28/29May08. Currently being reviewed. 03Jun08 rcvd bond/signed copy
FINAL Report due to FMERPA	B	07Jul08	07Jul08	Mr. Dave Kochel, JPM	10Jul08 DLC & FCC met w/ Host community Mayors to review/discuss
Ltrs sent to Mayors of Neighboring Communities inviting volunteer participation in study	B	08May08	08May08	Mr. Dave Kochel, JPM	Ltrs sent to Little Silver (Mayor Castleman), Monmouth Beach (Mayor Howard), Shrewsbury Boro (Mayor Siciliano), Shrewsbury Twnshp (Mayor Klose), & W. Long Branch (Mayor Tucci) for volunteer participation in study
JPM Initial Kick-off Meeting	B	20May08	20May08	Mr. Dave Kochel, JPM	Held at 1600 - Little Silver Municipal
Pickup of material form W. Long Branch and preliminary tour of Boro	B	04Jun08	04Jun08	Mr. Dave Kochel, JPM	
Pickup of material form Shrewsbury Boro and preliminary tour of Boro	B	05Jun08	05Jun08	Mr. Dave Kochel, JPM	
Attended Court Session at Shrewsbury Boro	B	10Jun08	10Jun08	Mr. Dave Kochel, JPM	Observation of Court Session

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Task #4 (Tasks #1 - #3 w/ Nearby Towns) Deliverables & Action Items	STATUS	Target Delivery Date	Actual Delivery Date	Action Officer	Comments/Path Forward
Met w/ Shrewsbury Township Clerk	B	10Jun08	10Jun08	Mr. Dave Kochel, JPM	Obtained interlocal agreements and discussed the uniqueness of Shrewsbury Township
Visit w/ Shrewsbury Administrator & Court Adm.	B	12Jun08	12Jun08	Mr. Dave Kochel, JPM	
Visit w/ W. Long Branch Clerk & Court Adm	B	13Jun08	13Jun08	Mr. Dave Kochel, JPM	Tentatively meeting w/ Police Representative, Chief @ School.
Meet w/ Sea Bright Clerk and court Adm	B	18Jun08	18Jun08	Mr. Dave Kochel, JPM	
Provide JPM w/ Little Silver POC data	B	17Jul08	17Jul08	Diane Canterbury FMERPA	11Jul08 – DLC provided (via email) LS Police, Fire, & Court Contact info – awaiting EMS/First Aid
JPM provided w/ Little Silver Data	B	17Jul08	17Jul08	Diane Canterbury FMERPA	

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Task #4 (Tasks #1 - #3 w/ Nearby Towns) Deliverables & Action Items	STATUS	Target Delivery Date	Actual Delivery Date	Action Officer	Comments/Path Forward
Meet w/ Little Silver Court Administrator	G	25Jul08	25Jul08	Mr. Dave Kochel, JPM	Fred Jahn and Dave Kochel will be attending
Meet w/ Little Silver Police Chief	G	28Jul08	28Jul08	Mr. Dave Kochel, JPM	Al Varga, JPM will meet w/ Chief of Police and Tom Michaud is expected to reach out to him via telecon
Meet w/ Little Silver First Aid/EMS Al Bennett	G	06Aug08	07Aug08	Mr. Dave Kochel, JPM	Meeting rescheduled for 07Aug08 per A. Bennett request (emailed via D.Kochel 06Aug08)
Complete Integration of Little Silver	G	15Aug08	14Aug08	Mr. Dave Kochel, JPM	
Provided Little Silver (Chief Giblin) w/ updated Report	G	14Aug078	14Aug08	Diane Canterbury FMERPA	Informed Mayor Castleman of the completion of Report. Mayor Castleman informed D. Canterbury that it would be ok to provide report to Chief Giblin
Provide FMERPA Board Members w/ updated Report that includes Little Silver	G	20Aug08	20Aug08	Diane Canterbury FMERPA	

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# Fort Monmouth Economic Revitalization Authority

*Bi-wkly Meetings, Bi-weekly Progress  
Reports, and Final Feasibility Study  
Recommendation*

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## Shared Emergency Services RFP Deliverable Status

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Action Items via Bi-weekly Meetings	STATUS	Target Completion Date	Actual Completion Date	Action Officer	Comments/Path Forward
Bi-wkly Meeting	B	15May08	15May08	Diane Canterbury, FMERPA	Included as part of the 15May08 scheduled ESAC meeting
Bi-wkly Meeting	B	29May08	29May08	Diane Canterbury, FMERPA	26May08 Extension requested to commence on 02or03Jun08 – request denied telephonically on 27May08 w/ email confirmation on 28May08. 29May08 T. Shannon & D. Kochel via JPM attended. Discussions included contract administration, deliverable status/expectations, concerns of JPM & FMERPA as it pertains to study and gathering of data
Bi-wkly Meeting	B	12Jun08	12Jun08	Diane Canterbury FMERPA	Discussion focused on what has been accomplished, what remains to be accomplished, review of DRAFT Task Reports and what's expected in the FINAL Task Reports, as well as, FINAL Recommendation.
Bi-wkly Meeting	B	26Jun08	26Jun08	Diane Canterbury FMERPA	Discussion focused on what has been what remains to be accomplished, what's expected in the FINAL Task Reports, as well as, FINAL Recommendation, and inclusion of Little Silver
Bi-wkly Meeting	B	02Jul08	N/A	Diane Canterbury FMERPA	Decision not to hold this meeting based on 26Jun08 bi-wkly meeting but, will use as part of the post 16Jul08 effort however; if deemed necessary a telecon will be initiated on 02Jul08.
Bi-wkly Meeting	B	17Jul08	17Jul08	Diane Canterbury FMERPA	Discuss Final Report/Recommendation, Participation in ESAC through 16Oct08
Bi-wkly Meeting	B	31Jul08	N/A	Diane Canterbury FMERPA	Cancelled and replaced w/ ESAC task specific WG meetings
Bi-wkly Meeting	B	14Aug08	N/A	Diane Canterbury FMERPA	Cancelled and replaced w/ ESAC task specific WG meetings

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Bi-weekly Progress Reports & Action Items	STATUS	Target Delivery Date	Actual Delivery Date	Action Officer	Comments/Path Forward
Bi-wkly Progress Report	B	15May08	19May08	Diane Canterbury FMERPA	JPM provided wkly status for weeks ending 09&16May08 and provided complete report on 19May08.
Bi-wkly Progress Report	B	29May08	02Jun08	Diane Canterbury FMERPA	~19May08 D. Canterbury agreed to have Bi-weekly reports provided the Monday following target completion dates based on receiving weekly status reports via JPM
Bi-wkly Progress Report	B	12Jun08	16Jun08	Diane Canterbury FMERPA	“ “
Bi-wkly Progress Report	B	26Jun08	30Jun08	Diane Canterbury FMERPA	“ “
Bi-wkly Progress Report	B	03Jul08	03Jul08	Diane Canterbury FMERPA	08Jul08 – DLC sent reminder to JPM. 09Jul08 JPM responded that no new activity or information to report and it has only been one week since the last report (weekly reports provided). 14Jul08 – Rcvd Bi-wkly
Bi-wkly Progress Report	B	17Jul08	17Jul08	Diane Canterbury FMERPA	
Bi-wkly Progress Report	B	31Jul08	N/A	Diane Canterbury FMERPA	Cancelled and replaced w/ ESAC task specific WG meetings
Bi-wkly Progress Report	B	14Aug08	N/A	Diane Canterbury FMERPA	Cancelled and replaced w/ ESAC task specific WG meetings
Bi-wkly Progress Report	B	28Aug08	N/A	Diane Canterbury FMERPA	Cancelled and replaced w/ ESAC task specific WG meetings

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## Shared Emergency Services RFP Deliverable Status

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Final Feasibility Study Recommendation & Action Items	STATUS	Target Completion Date	Actual Completion Date	Action Officer	Comments/Path Forward
FINAL Feasibility Study due to FMERPA	B	16Jul08	16Jul08	Diane Canterbury FMERPA	Final Feasibility Study to include all 4 Final Reports combined into a detailed Executive Summary w/ specific recommendations for each task. This will be presented at the 16Jul08 FMERPA Board Meeting
Final Feasibility Study provided to FMERPA Board	B	16Jul08	16Jul08	Diane Canterbury FMERPA	
Final Feasibility Study provided to ESAC Members/stakeholders	B	17Jul08	17Jul08	Diane Canterbury FMERPA	
Working Group discussion of Final Report/Recommendation at ESAC	B	24Jul08	24Jul08	Diane Canterbury FMERPA	All ESAC members/key stakeholders expected to participate and provide input. JPM will provide high-level presentation of recommendations for each task/sub-task.
Working Group discussion of Final Report/Recommendation at ESAC	B	24Jul08	24Jul08	Diane Canterbury FMERPA	All ESAC members/key stakeholders expected to participate and provide input. JPM will provide high-level presentation of recommendations for each task/sub-task.
ESAC WG meeting for Task Specific Go Backs.	G	16Oct08			
End of JPM Contract	G	16Oct08			

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# Diane L. Canterbury FMERPA Project Manager

[Diane.canterbury@fmerpa.state.nj.us](mailto:Diane.canterbury@fmerpa.state.nj.us)

(732) 935-5966 office

(732) 935-7440 fax

2-12 Corbett Way  
Eatontown, NJ 07724

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