



## **OFFICIAL MINUTES**

**CHAPTER MEETING**  
**NBC-Universal Studios**  
**100 Universal City Plaza**  
**Studio City, CA**  
**May 18, 2017**

### **SUMMARY**

**Meeting Host:** Jeremy Kirchner, NBC-Universal  
**Early Bird Sponsor:** N/A  
**Secretary's Report:** John W Wright  
**Treasurer's Report:** Joe Parrino  
**Program:** Jeremy Kirchner, NBC-Universal Emergency Services Manager  
Universal Studios Emergency Services; radio communications, video, and other technologies used at Universal Studios.  
**Attendance:** 37

### **AGENDA**

#### **Call to Order**

Chapter President **Dale Digiambattista** called the meeting to order at 10:10 am. Dale welcomed everyone to the May meeting. Dale introduced the meeting host and program presenter **Jeremy Kirchner**, the Emergency Services Manager for NBC-Universal. Jeremy welcomed everyone to the NBC-Universal studios and Stage 1 where the meeting was being held. Jeremy provided a brief history of the studio and the facilities.

#### **Approval of Minutes**

President **Dale Digiambattista** asked for a motion to approve the Chapter General Meeting minutes from April 12, 2017. APCO Past President **Gary David Gray** made the motion to approve the minutes; **David Buchanan** made the 2<sup>nd</sup>. There was no further discussion heard. The motion was approved by unanimous voice vote.

#### **Self-Introductions**

President **Dale Digiambattista** asked those in attendance to introduce themselves. Those Commercial members in attendance were encouraged to briefly speak on their company's services or new products.

#### **Future Meetings**

President-Elect **Scott Espindola** reported on the upcoming Chapter meeting locations; June will be at the Rio Hondo Golf Course, July will be at the Coast Guard Station in San Pedro – members will need to RSVP for this meeting due to security requirements, August will be in San Marcos.

#### **Membership Report**

Vice-President **Robert Stoffel** gave the membership report. The Chapter has 488 members with 251 being Full Members, 57 Commercial Members, 145 On-Line Members, and 35 Associate Members. The Chapter added nine (9) new members since the last meeting.

## **Financial Report**

Treasurer **Joe Parrino** gave the financial report, including income and expenses for the past thirty (30) days, to the membership. A printed copy of the report is available to members upon request.

## **APCO Senior Member Nominations**

President **Dale Digiambattista** asked APCO Past President **Gary David Gray** to present the nominations for two (2) CPRA Chapter members for APCO Senior Member.

The first APCO Senior Member nomination was for CPRA member and Chapter Sergeant-at-Arms **Jeff Loveland**. Jeff was politely asked to step out while the nomination was discussed. Gary read the requirements and accomplishments for the nomination. CPRA member **Don Root** made the motion to approve the nomination for APCO Senior Member; Treasurer **Joe Parrino** made the 2<sup>nd</sup>. There was no further discussion heard. The motion passed by unanimous voice vote. Jeff was asked to return to the meeting and was met with applause.

The second APCO Senior Member nomination was for CPRA member **Doug Roberts**. Gary read the requirements and accomplishments for the nomination. CPRA member **Larry Feige** made the motion to approve the nomination for APCO Senior Member; Treasurer **Joe Parrino** made the 2<sup>nd</sup>. There was no further discussion heard. The motion passed by unanimous voice vote.

## **APCO International Report**

Chapter Executive Council Delegate **Jim Acosta** was unable to attend the meeting and no report was given.

## **Regulatory Report**

APCO Past President **Gary David Gray** noted that there was no activity to report this month from the FCC.

## **Program**

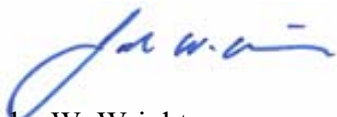
Vice-President **Robert Stoffel** introduced the meeting keynote presenter, **Jeremy Kirchner**, Emergency Services Manager for NBC-Universal Studios. Jeremy proved an overview of the operations and then introduced **James Warren**, Director of Technology, Global Security Operations, NBCUniversal, and **Scott Sauter**, Director of Administration and Shows, Technical Services, Universal Studios Hollywood. James and Scott gave a detailed presentation on the Universal Studios Emergency Services Department, their radio communications systems, video surveillance capabilities, and other new cutting edge technologies used at Universal Studios to keep visitors and employees safe.

## **Adjourn**

President **Dale Digiambattista** adjourned the meeting at 12:03 pm. A networking lunch followed.

The monthly Frequency Coordination meeting was held immediately following lunch.

Minutes prepared by,



John W. Wright  
Past President, APCO International  
Secretary / PIO, California Public-Safety Radio Association