

Delaware County 9-1-1 Board Meeting  
December 4, 2018  
Delaware County Commissioners' Meeting Room

In attendance: Sheriff Russ Martin, Steve Lutz, Chief Pijanowski, Chief Gary Vest, Joe Pichert, Trustee Charles Miley, Chief Mike Schuiling, Director Patrick Brandt, County Administrator Mike Frommer, Stephanie Burns, and Sheila Perin.

1. Meeting was called to order at 1:00 pm followed by the Pledge of Allegiance.
2. A motion to approve the minutes from the October 2, 2018 meeting was made by Chief Pijanowski; seconded by Chief Vest. All voted Aye.
3. Public comment: none.
4. Director Brandt reported on the following:
  - a. The overall call volume was 98,663. Busiest day remains Friday, busiest month is August, slowest day is Sunday, and the slowest month is February. Call volume increased by 563. ASAP to PSAP figures are 2,955 – 38% electronically. Text to 911 calls were 211.
  - b. CAD calls for service were 95,982 and the call volume increased 1,803.
  - c. Mr. Brandt also reported on the radio system as of 12-01-18. Push to talks were 6,509,633; number of busies were 67. Month with the most push to talks was August and the month with the most busies was April. Busies are up by 7. Push to talks have increased 3.9%. There will be a radio system upgrade in April of 2019 (per contract). Mr. Brandt is awaiting a report from Motorola determining if we have any outages during the upgrade.
  - d. Mr. Brandt provided an update on staffing; three new employees were hired in November and there will be one additional hire in 2019.
  - e. Cash balances figures are as follows: January 2018 -- \$2,358,657.54; cash balance as of December 1, 2018 – 3,458,488.81 (unencumbered balance). Director Brandt reported he met with Auditor Kaitsa about establishing a reserve account for capital projects or a reserve cash balance policy. Prior to establishing a capital reserve account, Auditor Kaitsa requests he contact the Prosecutor's Office to verify a capital account can be established based on our funding. This would not be an issue with the general fund, but uncertain if you can have this on levy funds.
  - f. A State of Ohio OAC 5507 audit has been filed with the State in October. 911 is compliant, the only question the compliance office had was regarding EMD. The EMD policy was sent and there is no issue. The next audit will be conducted in November 2019.
  - g. Year End Capital Items
    1. Microwave Radio System – We are currently utilizing the latest technology with the current contract expiring in April, 2022. The estimated renewal costs for 5 years would be \$213,000.
    2. Motorola Radio System – the current contract calls for the system to be upgraded every two years and maintained by Motorola. The current 6-year contract expires in January

2022. The current contract is \$3,693,382. In 2022, we could continue our current contract or look at joining MARCS. Director Brandt has a meeting in February with Motorola to review options and work on a potential budgetary quote.

3. Towers – inspection due in 2020. Inspection costs approximately \$15,000.
4. Shelters – HVAC units are scheduled for replacement and are in the budget process.
5. UPS at tower sites – batteries lasted on the negative 24 DC system 15 years are due for replacement in 2019. Batteries for the 911 center and prime site tower scheduled for replacement in 2022/2023 at a cost of approximately \$120,000.
6. CAD system – this was originally purchased in 2006 and we are currently looking at replacement costs in the area of \$700,000.
7. Text to 911 contract -- \$15,000 per year with the currently contract expiring in April 2022. Due to the State of Ohio creating an Emergency Safety Network and providing core service, this could eliminate this expense and switch to the state. A portion of this expense is being reimbursed by the City of Dublin and Westerville.
8. 911 phone system – current contract expires in May 2022 with the current contract costs at \$299,065.02. A portion of this expense is being reimbursed by the City of Dublin and Westerville.
9. 911 wireless funding is being reviewed by the State. It is unknown what the change is going to be finalized by the legislature.
10. Mobile and portable radios – 911 has replaced portable radios for the DCSO, Powell, Delaware City Police and Fire, Tri, Harlem, and DCEMS. Most of the DCSO mobile fleet has also been replaced as they were purchased in 2001 and were having issues with the cold weather. In 2019, we have funds budgeted to replace additional fire department's portable radios. The remaining fleet will be replaced when they start to show issues.

5. Committee Reports

Technology Committee -- The only new information to report is that they looked at a new CAD system. Discussion held regarding RMS (records management system) and different agencies.

Admin Committee – nothing to report.

6. Unfinished business – nothing new to report.

**7. New Business**

Trustee Miley is recommending the 911 Board meeting more than 4x/annually. Therefore, the proposed 2019 meeting dates are as follows:

January 8, 2019

March 5, 2019

May 7, 2019

August 6, 2019

October 1, 2019

December 3, 2019

Mr. Homan made a motion to approve the 2019 meeting dates as proposed; Commissioner Merrell seconded the motion. All voted aye.

#### Election of Officers

Chief Vest announced he is retiring in May 2019 and made a motion to nominate Chief Schuiling to serve as Chairman for the 911 Board. Mr. Homan seconded the motion. All voted aye. Chief Schuiling will serve as chairman of the 911 Board for a period of one year.

Sheriff Martin made a motion to nominate Steve Lutz as vice chair of the 911 Board. Charles Miley seconded the motion. All voted aye.

Sheriff Martin made a motion to nominate Chief Pijanowski as secretary of the 911 Board. Trustee Miley seconded the motion and moved that the nominations be closed. All voted aye.

With no further business to discuss, Trustee Miley made a motion to adjourn; Sheriff Martin seconded the motion and the meeting was adjourned at 1:39 pm.