

DELAWARE COUNTY 911 BOARD
 MINUTES
Amended
 August 2, 2011
 DELAWARE COUNTY EOC

In attendance at the meeting was: Chairman Vest, City Manager Homan, Chief Martin, Chief Honeycutt, Chief Morris, Trustee Panzarella, 911 Director Greenlaw, and alternate Chief Petrozzi

Also Present: Patrick Brandt, Brittany Craig, Shelley Pfan, Stephanie Burns, Lieutenant Knapp and Allison Manning

Not Present: Commissioner O'Brien, Sheriff Davis, Chief Farmer, County Administrator Hansley and Chief Donahue

- I. Chief Vest called the meeting to order at 13:05 hrs with the Pledge of Allegiance.
 - a.) The minutes from the meeting held June 7, 2011 were reviewed and approved. A motion was made by Chief Morris and seconded by Chief Honeycutt to approve the minutes. Motion carried by all members present.

Voting Members Motion:

NAME	Approval of 06/07/11 Minutes
Motion Made By:	Morris
Motion Seconded By:	Honeycutt
City Manager Homan	Yes
City Manager Lutz	Yes
Commissioner O'Brien	Absent
Sheriff Davis	Absent (Chief Petrozzi Alternate)
Chief Martin	Yes
Chief Vest	Yes
Chief Honeycutt	Yes
Chief Donahue	Absent
Chief Morris	Yes
9-1-1 Director Greenlaw	Yes
Trustee Panzarella	Yes
Chief Farmer	Absent

- II. Public Comment:
 - A. Lt. Shelley Pfan
 - i. Lt. Pfan questioned the Sheriff's Office commitment to the backup center.
 - B. Director Bob Greenlaw

- i. Lt. David Buttler will observe phones and radio and provide comments.
- III. Technical Committee Report:
 - i. Sheriff Office server is in, but is not configured referencing virtual replication for CAD.
- IV. Standards and Protocol - None
- V. Committee Reports-
 - a. City Manager Tom Homan
 - i. Requesting an update on standards committee involvement referencing DelComm procedures.
 - ii. Recommended convening meeting of standards and protocols to keep them updated as protocols are reviewed and changes recommended.
 - iii. Convene meeting with Chief Farmer
 - b. Chief Vest
 - i. Discussed having an annual meeting of committees to revisit their charge.
 - ii. Request Bob Greenlaw to reach out to committees to set up time to revisit committee charges.
- VI. Director's Report:
 - A. Director Greenlaw:
 - i. Six Month Update:

Goals for 2011	Status
Four Full time and Three Part time have been recommended to the County Commissioner	Retention was 50%, with the last group of trainees same as the national average
Completion and implementation of a new back-up center	80% completed: Link to finish by IT
Pursue Priority accreditation in EMD, EFD, and EPD	10% complete Q Specialist out on extended sick leave-will have update in the fall
Pursue CALEA accreditation including a complete SOG rewrite	60% complete
Restructuring all training programs-new and current employee training	90% complete. Changes have been implemented. New nationally sanctioned tests.
Restructuring of support staff	100% complete
Initiate a new website	50% complete—In house work
Produce a new annual report	100% complete Last day will be August 12th
Consolidate dispatch with OWU (nights & weekends)	90% complete Possibly starting this weekend
Purchase and equip new field communications vehicle	Refurbish old medic truck for major incidents

Revamp training facility	20% complete New trainees will start August 22
Establish a communications support position in the EOC	10% complete. Staff in a communicator EOC during an emergency

- ii. Chief Vest discussed the use of Sheriff's Office Communications Vehicle and the County duplication for DelComm Communications Vehicle.

VII. New Business:

- a. Bob Greenlaw: Accreditation Update
 - i. Need a contact between entities for CALEA agreement giving permission between agencies
 - ii. Fire association currently reviewing the contract
- b. City Manager Homan:
 - i. Asked to consider that the 9-1-1 agreement meet the above criteria.
- c. Chief Vest:
 - i. Child Abduction Response Teams (CART) encouraged collective effort to utilize all resources available when / if an event occurs.
 - ii. Make sure the resources list is updated and available to all stakeholders.
 - iii. Encouraged use of local resources and to plan in advance –“work from same playbook.”
- d. Chief Petrozzi:
 - i. Encouraged use of OSP resources near Franklin County in the event of an incident.
- e. Patrick Brandt:
 - i. Rebanding update- approved by county with a cost of \$818,000. Sprint/Nextel to pay for rebanding.
 - ii. Motorola to reimburse County \$ 12,000 for not fulfilling contract.
 - iii. Four tower sights to shut down to repair servers and maintenance- 15/30 minute outage. Email forthcoming.

VIII. Adjournment:

- i. A motion was made by Powell City Manger Lutz to adjourn the meeting at 14:01 hrs. That motion was seconded by Trustee Panzarella. All members approved.

IX. Next scheduled meeting: Sept. 6, 2011 at 1300 hrs.