

DELAWARE COUNTY 911 BOARD
MINUTES
December 1, 2009
DELAWARE COUNTY COMMISSIONERS MEETING ROOM

In attendance at the meeting was: Chairman Tom Homan, Commissioner Ken O'Brien, City Manager Steve Lutz, Trustee Phil Panzarella, Chief Vest, Chief Martin, Chief Donahue, Chief Farmer, County Administrator Dave Cannon, 911 Director Greenlaw and Lt Church.

Also Present: Patrick Brandt

Not Present: Sheriff Davis, Chief Honeycutt, and Chief McIntire,

- I. Chairman Homan called the meeting to order at 1:05 p.m with the Pledge of Allegiance.
- II. Reading and Approval of Minutes
 - A. Motion to approve the minutes of November 3 2009 as presented by Trustee Panzarella, seconded by Chief Vest. Motion passed unanimously.
- III. Public Comment - None
- IV. 911 Director Report

Director Greenlaw stated that he attended the CALEA conference in Salt Lake City. While at the conference, he took the opportunity to meet with Priority Dispatch. They are very aware of what Delaware County is trying to accomplish, and he also had the opportunity to pick up some good ideas.

The testing process is progressing well. A total of 56 applicants took the written test. Director Greenlaw stated that this has been one of the best processes he has been involved with. The testing process is directly related to the performance and role expected of the applicants working as dispatchers. The list is currently down to 20 applicants who are being interviewed this week. This will be reduced to 12 applicants who will be interviewed by public safety Chief's, including Chief Morris, Farmer and Capt Pijanowski.

- V. Committee Report
 - A. Technical Committee – Chief Donahue reported the following
 - I. Software Integration – ALERTS/Meeting w/Recommended Company
 - i. Fire Department – Bob Turner is working with the information from Zoll. Bob states he would expect a quote the first week of December.
 - ii. Police Department – DPD conducted 3 site visits. The software currently does not meet the needs of DPD, as compared to the current HTE

system. An API is needed on the HTE system for ALERTS to provide an interface quote.

II. Hardware

- iii. City Equipment Transfer – Meeting with Integrator was completed. It appears that 7 strands of fiber are needed to run the system between the two buildings. They are waiting for a quote. A PO has been submitted to the City for the installation of the back-up terminal in the records office. Capt Pijanowski and Jeff Kolosky are handling.
- iv. Purchase Additional Monitors – Patrick will be getting the pricing for the monitors and the mounting equipment to stack the monitors as needed.
- v. Fire Alarm Monitoring – The firm quote from Communale has been received @ \$1,585. The costs will be around \$30 a month after the 1st year. Chief Donahue will be presenting the quote to the Delaware City Manager for action. Capt Pijanowski and Jeff Kolosky are handling.
- vi. Tornado Sirens – With the failure of the Countywide tornado siren, the project is expected to be relatively low in cost and simple. Dan Boudet has the information needed for the costs. Capt Pijanowski is handling.
- vii. Redundancy – The point-to-point wireless is continued to be projected at around \$25,000. Steve Lewis provided two options for the costs. Both Steve and Charles feel the lower priced option was the best means to proceed. Direction was provided to Steve to proceed with the purchase through the County. This will provide a link between the City's system from the Police Department to the County system at the County 911 Center. Steve Lewis is handling.
- viii. DPD Base Radio – Delaware Police needs a base type radio in the records room. Patrick is getting final pricing, but this is estimated to cost \$2,500. Patrick Brandt is handling.

- B. Standards and Protocols – Chief Farmer reported that the committee met two weeks ago. Many concepts were discussed. The committee thought it would be best to invite the responders in and receive their perspective. A meeting is planned for the next couple of weeks. Chief Farmer stated that the Committee has not received any feedback from the Sheriff and they will continue to include him in the process.

Chairman Homan stated that after the last meeting, the Sheriff came to him and stated that he is no longer interested in being part of the 911 Board. He questioned if the concern of the Sheriff dealt with possible abuse of the radio system. Chief Farmer stated that the days of that are gone. Radios now have identifiers that tell who is transmitting a signal.

Trustee Panzarella asked what the concern was if we needed to change channels. Chief Vest stated that his department operates with those involved with the emergency staying on the channel, those that are not involved, switch to another channel. The desire is to have everyone of the designated channel. The concern is trying to change channels in the heat of the battle. Chief Vest stated that the Sheriff operates on the County radio system, but is not dispatched by the 911 center, as this is some what different from how the 911 Center operates.

Director Greenlaw stated that the issue concerning plain language is also an issue that will need to be dealt with as well. The City and Powell PD will be using plain language.

Chairman Homan stated that the committee will continue their work and bring back a recommendation to the 911 Board.

C. Administrative – None

VI. Unfinished Business

- A. Recording Replacement – No report
- B. 800 MHz Rebanding – Work continues to be progressing. The County has hired an outside legal firm for the rebanding. Chief Martin asked the cost to the County for rebanding. Patrick indicated \$0. It is going to cost Sprint/Nextel \$900,000, as this was part of a national lawsuit. The lawsuit involved interference caused by the direct connect feature. Most of the cost involves installation and maintenance.
- C. 800 MHz Additional Channel – No report
- D. By-Laws – None

VII. New Business

- A. Elections - Chairman Homan stated that the election for the 911 Board is due with the officers taking office at the January 2010 meeting. Trustee Panzaerlla stated that he did not feel elected officials should hold office. The office should be held by an appointed official. Commissioner O'Brien agreed and stated that the committee assignments for the County have not been decided for 2010. Chairman Homan pointed out that he understood the logic; however, this is not prohibited in the by-laws. Chief Donahue stated that if the thought was to move everyone up one position, he was concerned that during this critical point of consolidation, that there would be a misbalance by having two Fire representatives as the Chair and Vice Chair. He was not opposed to remaining as Secretary in the 911 Board so desired. Discussion followed and Chief Vest indicated he would be interested in the Vice Chair position.

Motion by Chief Vest and seconded by Chief Martin to elect Gary Honeycutt as the 2010 Chairman for the 911 Board, beginning January 1. Motion was carried unanimously.

Motion by City Manager Lutz and seconded by Chief Martin to elect Gary Vest as the 2010 Vice-Chairman for the 911 Board, beginning January 1. Motion was carried unanimously.

Motion by Chief Farmer and seconded by Panzarella to elect John Donahue as the 2010 Secretary for the 911 Board, beginning January 1. Motion was carried unanimously.

- B. Chairman Homan stated that the City has notified the City 911 Dispatchers of the plan to abolish their positions no sooner than 60 days from the notice in late November. Chief Martin stated that he appreciated the embracing of the dispatchers. He asked if it was possible for Director Greenlaw to be present as the City negotiates the termination. Director Greenlaw stated that he has received an invitation and is planning to attend.
- C. Question was raised whether a meeting needed to be scheduled to move forward the recommendation's for purchase from the Technical Committee. After discussion the board through consensus determined that a meeting was not needed for recommendations for purchase. The 911 Board felt they were aware of the needed purchases and that checks and balances existed with the Technical Committee's recommendation, 911 Director, County Administrator and County Commissioners review. County Administrator Cannon asked for Chief Donahue to make any presentation needed to go before the County Commissioners. Chief Donahue accepted.

VIII. There being no further business before the Board, the meeting was adjourned by the Chairman at 2:18 p.m.

IX. Next meeting is scheduled for January 5, 2010.