

DELAWARE COUNTY 911 BOARD
MINUTES
February 2, 2010
DELAWARE COUNTY COMMISSIONERS MEETING ROOM

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

Also Present: Patrick Brandt, Capt Pijanowski, Gloria Rose-James, Capt Piwtorak, and Lt Shelly Phan

Not Present: Sheriff Davis

- I. Chairman Honeycutt called the meeting to order at 1:00 p.m with the Pledge of Allegiance.
- II. Reading and Approval of Minutes
 - A. Chief Donahue stated that he received a clarification to the comments made by Lt Phan. Motion to approve the minutes of January 5, 2009 as corrected by Commissioner O'Brien, seconded by Chief Vest. Motion passed unanimously.
- III. Public Comment - None
- IV. 911 Director Report

Director Greenlaw stated that that there has been a lot of planning going on with consolidation and the Department has moved into the action stage. A Fire User Group has been created to begin focusing on the issues and the development of updated SOGs. The group is comprised of 3 Telecommunicators and 3 Fire Chief Representatives.

Director Greenlaw reported that he is still working with the CAD vendor concerning the identification of the type of pages that are needed for each department (general vs. station). They are also working on automating the station printouts.

Director Greenlaw stated that EMS Chief Farmer attended the EMD training. Capt Pijanowski and Chief Morris are scheduled to attend training in the near future. Dr. Misty Arnold has been hired to serve as the Medical Director for the EMD program. This will also include quality assurance.

Director Greenlaw reported that the transition to plain language on the law enforcement has been discussed. They are planning to have 8 codes that are related to officer safety.

Director Greenlaw stated that the Telecommunicators are currently bidding for their positions when the transition to a 12 hour shift. This is scheduled for March 6, 2010.

Director Greenlaw stated that he has received all 8 applications from the City dispatchers for the consolidation. Once consolidation is completed, there will be 2 telecommunicators for law (Powell/Delaware) and 3 for the fire/EMS, and 1 Supervisor on-duty.

Director Greenlaw stated that they are continuing to work on the set-up of the back-up center with Orange Twp FD.

City Manager asked why Dr. Thai would not provide the direction also for the EMD as he is also the Medical Director. Chief Donahue and Farmer both explained that due to the workload from both agencies, and the workload at the hospital, this was not possible. The contract is with Premier Health, and they are the ones who made the assignment.

V. Committee Report

A. Technical Committee – Chief Donahue provided the following update from the Technology Group..

- Software Integration – ALERTS/Meeting w/Recommended Company
 1. Fire Department – Project remains on schedule with a planned deliverable by the end of February.
 2. Police Department – ALERTS and HTE have submitted their pricing.
ALERTS – cost is \$3000
HTE – Cost is \$17,400. 911 Director Greenlaw has processed this as we have already agreed to move forward.
- Hardware
 1. City Equipment Transfer – PO's have been issued and material has been ordered.
 2. Purchase Additional Monitors – PO's have been issued and material has been ordered. Monitors are being installed.
 3. Fire Alarm Monitoring – City is handling the installation.
 4. Tornado Sirens – PO's have been issued and material has been ordered.
 5. Redundancy – 911 Director Greenlaw reported that Steve Lewis has identified a means to do fiber redundancy. He is moving forward with this as it is still under the approved cost.
 6. DPD Base Radio – Radio has been received, needs to be installed
 7. Transfer of the radio consoles - – PO's have been issued and material has been ordered.
 8. FD Recall – Concept has been developed. 911 Director Greenlaw and Chief Donahue need to meet and review.
 9. Meeting set-up with City PW and Utilities to discuss call out for roads and utility problems.
 10. 911 Director Greenlaw has conference call with APERTS to discuss transfer of CAD notes and property history

B. Standards and Protocols - None

C. Administrative – None

VI. Unfinished Business

- A. Recording Replacement – Installation has begun
- B. 800 MHz Rebanding – Work continues to be progressing. FCC has granted and extension through February.
- C. 800 MHz Additional Channel – Installation has been completed. Waiting on FCC approval for this to be turned on.

VII. New Business

- A. Special Needs – Capt Piwtorak reviewed the Special Needs program and Registry that is being set up for all of Delaware County. Training has been provided to various Departments. The concerns with HIPPA has been resolved and will allow the sharing of the information. The information is going to entered into the CAD so that all responders will receive notification. 911 Director Greenlaw reported that the addresses are being verified and validated through the County GIS.

VIII. There being no further business before the Board, the meeting was adjourned by the Chairman at 1:30 p.m.

IX. Next meeting is scheduled for March 2, 2010.