

DELAWARE COUNTY 911 BOARD
MINUTES
January 5, 2010
DELAWARE COUNTY COMMISSIONERS MEETING ROOM

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

Also Present: Patrick Brandt and Lt Shelly Phan

Not Present: City Manager Steve Lutz, Sheriff Davis, and Trustee Phil Panzarella,

- I. Chairman Honeycutt called the meeting to order at 1:02 p.m with the Pledge of Allegiance.
- II. Reading and Approval of Minutes
 - A. Motion to approve the minutes of December 1. 2009 as presented by Commissioner O'Brien, seconded by Chief Farmer. Motion passed unanimously.
- III. Public Comment - None
- IV. 911 Director Report

Director Greenlaw stated that his staff will double in size over the next 60 days. This includes the hiring of six new dispatchers and also through the consolidation with the City of Delaware 911. Director Greenlaw has been working to set-up a time table for the consolidation effective March 30. They are on schedule to make this happen.

Director Greenlaw also reported that they are continuing to work on the back-up communication center and meeting the dispatch accuracy goals.

Director Greenlaw reported that he met with Chief Almendinger from BST&G Fire District who has a request for station pages and general pages. This will facilitate pages to those who are needed for an incident, limiting the unnecessary paging of off-duty personnel. Director Greenlaw is working with ALERTS to accomplish the request.

Director Greenlaw stated that he has been working with Chief Vest and Chief Martin to begin using plain language when the consolidation occurs. They are planning to have a couple codes for officer safety.

Chief Honeycutt asked how many new dispatchers were being hired. Director Greenlaw reported that he is currently hiring 6 new dispatchers and this is above the pool planned to be coming from the City. He will be having six dispatchers on each shift.

Chief Martin asked who did the psychological review. Director Greenlaw stated that Phil Price did the evaluations and he has expertise with telecommunications.

V. Committee Report

A. Technical Committee – Chief Donahue distributed and reviewed the project spreadsheet (attached) and reported the following. All actions were recommended to the County for purchase by both the Technology Committee and the City/County Technology Sub-Committee.

B. Software Integration – ALERTS/Meeting w/Recommended Company

- i. Fire Department – Quote from ALERTS was received for purchase of interface. Cost is \$4,500
- ii. Police Department – DPD and the City IT are still evaluating the options and direction they plan to take. No action needed.

C. Hardware

- i. City Equipment Transfer – Quote from Integrator was received for purchase of equipment to monitor the building and jail. Cost is \$14,589
- ii. Purchase Additional Monitors – Quote are being received for purchase of monitors. Cost is expected to be around \$1,500. Patrick was going to continue to evaluate prices.
Fire Alarm Monitoring – City is handling the installation.
- iii. Tornado Sirens – Quote from Federal Signal was received for purchase of interface. Cost is \$7,000
- iv. Redundancy – Previously approved
- v. DPD Base Radio – Radio has been received, needs to be installed
- vi. Transfer of the radio consoles - Patrick waiting on quote from B&C
- vii. FD Recall – Concept has been developed. 911 Director Greenlaw and Chief Donahue need to meet and review.

Standards and Protocols – Chief Farmer reported that the committee met before the Christmas holiday. The meeting included the larger group of first response personnel from law enforcement, fire and EMS. The first responders concluded that the committee is headed the right direction. The committee is recommending that the added capabilities be added.

Chairman Honeycutt stated that he spoke with the Sheriff and he could not get a real direction from him related to his concerns.

Lt Phan stated the Sheriff's stance was for Fire/EMS to not be on his channel, but worse case scenario would be Fire/EMS to monitor the channel.

Discussion followed.

Motion by City Manager Homan, seconded by Chief McIntire to accept the recommendation of the committee.

Discussion on the motion followed for clarification. The motion was amended by City Manager Homan and seconded by Chief McIntire to move forward with the recommended template adding the law enforcement talk groups to the fire department templates for a period of one-year, effective as soon as possible.

Director Greenlaw reported that since the Delaware, Dublin and Worthington system went live, there have been two separate calls that agencies have been unable to communicate. Delaying the upgrade of the Delaware, Dublin and Worthington system will cause further problems.

Chief Vest stated that his main concern is what a new requesting agency will have access to if they come on-board with the Delaware communication system.

Patrick Brandt stated that currently OWU is on-board and only has access to Delaware Police and Fire. Trident Security has access to the City Police, City Fire and the Sheriff channels.

County Administrator Cannon asked if reports are available to show problems and usage. Chairman Honeycutt stated that this was possible. County Administrator Cannon asked if we should review these quarterly. Chairman Honeycutt stated that if problems occur, we should deal with them immediately.

Patrick Brandt clarified that the only channel being actually added was the DCSO Main channel. All other law enforcement channels are currently on the template.

City Manager Homan asked if someone should meet with the Sheriff. Discussion followed and it was decided that this was already done and Lt Phan would take the information back.

Chief Martin asked if the Delaware, Dublin and Worthington issue was separate than adding the Sheriff channel. Patrick stated that is, but the hope was that all the radios could be programmed for both issues at the same time.

No further discussion, the motion was voted on.

Motion to Accept Amendment	Yes	No	Abstain	Not Present
Chairman Homan	X			
City Manager Lutz				X
Commissioner O'Brien			X	
Sherriff Davis				X
Chief Martin	X			
Chief Vest	X			

Chief Honeycutt	X			
Chief Donahue	X			
Chief McIntire	X			
Trustee Panzarella				X
Chief Farmer	X			

Revised Motion was read “to move forward with the recommended template adding the law enforcement talk groups to the fire department templates for a period of one-year, effective as soon as possible.”

Motion to Accept	Yes	No	Abstain	Not Present
Chairman Homan	X			
City Manager Lutz				X
Commissioner O’Brien			X	
Sherriff Davis				X
Chief Martin	X			
Chief Vest	X			
Chief Honeycutt	X			
Chief Donahue	X			
Chief McIntire	X			
Trustee Panzarella				X
Chief Farmer	X			

Motion was approved.

Patrick Brandt reported that law enforcement is currently reviewing a revised radio template.

D. Administrative – None

VI. Unfinished Business

- A. Recording Replacement – No report
- B. 800 MHz Rebanding – Work continues to be progressing.
- C. 800 MHz Additional Channel – No report
- D. By-Laws –No current action, this will be removed from the agenda.
- E. Patrick reported that the old city repeater has been installed and is operational.

VII. New Business

- A. FBI Request - Chief Martin reported that he has received a request from the FBI to have access to share a talk group. Discussion followed concerning the action taken with he US Marshal’s request. Access was not granted because of confusion of who wanted and needed it.

Chief Vest stated that he has concern long-term without a policy detailing how these requests are handled.

Discussion followed and the matter is being referred to the Standards and Protocol Committee. The committee is to develop a policy for Delaware

county agencies and a policy for non-county public safety agencies and out-of-county requests. The policy should also include the need for a formal written request.

B. Committee Appointment – Chief Honeycutt asked if there was any changes needed with the existing Committee Appointments. There being none, the 2009 Committee members were reappointed for 2010.

VIII. There being no further business before the Board, the meeting was adjourned by the Chairman at 2:13 p.m.

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

DELAWARE COUNTY 911 BOARD
2010 Committees

A. Technical Committee

- i. Chief Donahue – 911 Board
- ii. Trustee Panzarella – 911 Board
- iii. Patrick Brandt – DC Auditor/Communication
- iv. Capt Pijanowski – Delaware PD
- v. Capt Vance – Delaware Co. Sheriff
- vi. Lt Hrytzik – Powell PD
- vii. Sgt Don Claar – Delaware PD
- viii. Jeff Kolosky – Delaware IT
- ix. Brian Galligher - DC Homeland Security and EMA

B. Standards and Protocols

- i. Chief Farmer – 911 Board
- ii. Chief McIntire – 911 Board
- iii. Chief Vest – 911 Board
- iv. Sheriff Davis – 911 Board

C. Administrative

- i. City Manger Homan – 911 Board
- ii. City Manager Lutz – 911 Board
- iii. Commissioner O'Brien – 911 Board

Project	Further Information	Person Handling	Estimated Cost	Quoted Price	Quote #	Quote Expiration
Software Integration	Interfaces between CAD and RMS	Capt Pijanowski, Patrick, Chief Donahue, Charles Ash				
Interface with Zoll		Chief Donahue	\$25,000	\$4,500	121109-001	ALERT Tracking
Conversion of HTE Information		Capt Pijanowski, Patrick, Ash			Pricing and specifications still being developed	
Bidirectional Interface to RMS		Capt Pijanowski, Patrick, Ash				
Communication						
Telephone System (911 System)	Adding position in Dispatch Center, relocating 2 positions	Patrick Brandt	\$15,000	\$730,000	This is part of the Patriot System, scheduled for Co Comm approval in January. Financing being arranged	
Radio System Modification	Reprogramming City/County Radios	Patrick Brandt, JLD	\$0	\$0	Manpower/Time Needed by Patrick Brandt, template has been developed	
Transfer of City Radio Consoles	Existing consoles to be reused at County (2)	Patrick Brandt, Capt Pijanowski	\$10,000	\$4,355	Patrick working with B & C for pricing	
Purchase additional Radio Consoles	Additional Radio Consoles needed (2)	Patrick Brandt	\$64,114	\$64,114	Completed late 2008, installed and operational	
Reverse 911 System	Code Red	Patrick Brandt, JLD	\$25,000	\$25,000	Completed 2008	
Fire Department Recall System	Procedure needs to be established for the recall with DELCOMM					
Telephone System (Copper lines)	Transferring City Lines to County	Charles Ash/Jeff Kolosky/Patrick Brandt/Capt Pijanowski	\$5,000		Charles Ash will be coordinating - 4 copper lines to be forwarded to County. 203-1111	
Purchased base radio for DPD Records Area		Patrick Brandt	\$2,500		Radio purchased needing install	
City Equipment Transferred			\$65,500	\$14,589	90535-3 - Stanley/Integrator	
- Jail Board Control		Jeff Kolosky/Sgt Claar, Patrick				
- Door Control at Justice Center		Jeff Kolosky/Sgt Claar, Patrick				
- City Radio/Call Recording	Recording of City Radio Communication	Jeff Kolosky/Sgt Claar, Patrick			Cybertech has been purchased - WEB based	
Purchase Additional Monitors for Law Enforcement Screens		Patrick Brandt		\$1,500	Patrick researching best prices	
Fiber Redundancy	Fiber between City Hall and Justice Center	Jeff Kolosky/Patrick Brandt		\$25,000	2009-11-23 Authorized to pursuit	
Emergency Warning System Activation	Activation of Tornado Sirens in City	Capt Pijanowski, Patrick, Klosky	\$10,000	\$7,000	Federal Signal	
Emergency Warning System Activation	Activation of Cable TV Notification	Capt Pijanowski, Patrick, Klosky	\$0	\$0	Capt Pijanowski provided the policy	
Fire Alarm System	Monitoring of the System	Capt Pijanowski, Jeff Kolosky	\$2,000	\$1,600	Presented to CMO for pursuit	
Technology Security	City - Additional ASA	Jeff Kolosky	\$6,000	\$0	No Concern	
Total			\$230,114	\$877,658		