

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

In attendance at the meeting was: Chairman Honeycutt, City Manager Homan, Commissioner O'Brien, Chief Vest, Chief Farmer, Chief Morris, Chief Martin, 911 Director Greenlaw and County Administrator Martin.

Also present Shelly Phan and Brenda Hopkins

Not present: Sheriff Davis, Chief Donahue, City Manager Lutz, Trustee Panzarella and Patrick Brandt

- I. Chairman Honeycutt called the meeting to order at 1:05 p.m. with the Pledge of Allegiance.
- II. Reading and Approval of Minutes
 - A. Due to the lack of a quorum at the beginning of the meeting the Minutes from Sept. 5, 2010 could not be voted on for approval at this time.
- III. Public Comment – None
- IV. Committee Reports
 - A. Technical Committee
 - i. Police Department Interface – 911 Director Greenlaw stated there were still problems with the legalities pertaining to LEADS and what we are allowed to do. There will be on going discussions with Director Greenlaw and the City.
 - ii. Fire Department Interface – 911 Director Greenlaw stated he was not sure at this time where that stands.
 - iii. 203-1111 Porting – 911 Director Greenlaw reported that this has been finished.
 - iv. UPS – 911 Director Greenlaw and Steve Lewis of the Data Department will be meeting to discuss how to prevent problems in the future.
 - v. CAD Problems – 911 Director Greenlaw reported they have been corrected.
 - vi. AVL – 911 Director Greenlaw stated that this is on going.
 - vii. 911 Levy – 911 Director Greenlaw will report on this during his report.
 - viii. Meeting - Meetings are being conducted every other month.

- B. Standards and Protocols – None
- C. Administrative
 - i. Performance Review – Commissioner O’Brien reported that Director Greenlaw had his Performance Evaluation and these will be given to County Administrator Martin by Friday. Goals for 2011 are forth coming.
- D. 911/Communication
 - i. 911 Director Greenlaw reported that fact sheet brochure which the 911 Levy Committee worked on is ready. There were copies available at the meeting for distribution. Director Greenlaw is attending various events such as Candidates nights, 1st Friday which was held in Downtown Delaware last Sunday and various Open Houses at Fire Stations to distribute the brochures and to answer questions.
- V. 911 Director Report
 - A. 911 Director Greenlaw reported that the cut over for the Patriot System was done on September 22nd as scheduled. It was difficult due to the poor coordination between the vendors and Frontier. Tom Travis Frontiers area Manager and other Upper Management became heavily involved after being contacted about the issues and saw that they were taken care of. 911 Director Greenlaw is planning on meeting with the President and Vice-President of Frontier this afternoon at 2:30 for the Great Conversation Tour in Delaware to personally thank them for their help. Director Greenlaw plans on giving a report on the advantages of the Patriot System to the County Commissioners during session on Monday.
 - B. 911 Director Greenlaw reported that Priority Dispatch consultants were here for 2 days where they talked to all members of the staff. A detailed report will be prepared in late October with their recommendations. Copies will be made available at the November meeting.
 - C. 911 Director Greenlaw gave a report on the training schedule of the 911 staff for the rest of 2010 and for 2011. In- service training will be done quarterly with the 1st one October 19th and 20th. It will consist of a 4 hour block of time which will include TDD Training, an EMD update with Chief Farmer, authorization and use of the Aspirin Protocol with our Medical Director Dr. Arnold and Lt. Church from the OSP to discuss the transfer of the OSP calls. The OSP will be moving their dispatch center to Columbus within the year. In

November there will be one at Tri-Township Fire Dept. with Chief Morris to discuss EFD.

- D. 911 Director Greenlaw stated that the Fire Working Group has been meeting monthly and are reporting back to the Fire Chiefs.
 - E. 911 Director Greenlaw reported on the progress of the CALEA Accreditation. We are planning on having a mock assessment in February and an on site team here in March or April. A Conference will be held in Cincinnati in July where we hope to be able to attend and receive the award.
 - F. 911 Director Greenlaw reported that Capt. Pijanowski will be attending Instructor EPD training in Utah in November. Chief Farmer for EMD and Chief Morris for EFD have already received their Instructor training and are in the process of teaching classes.
- VI. Unfinished Business – Chief Famer made a motion to put the meeting in order for approval of the Minutes with a second from Chief Morris with the Motion carried. Commissioner O’Brien then made a motion to accept the Minutes with a second from Chief Morris. Motion was approved.
- VII. New Business – None
- VIII. There being no further business before the Board, Motion by City Manager Homan and seconded by Chief Martin to adjourn the meeting. Motion was approved at 1:25 p.m.