

Central Emergency Dispatch Policy Board

March 20, 2018 Minutes

Members present:

Russell Brummett Joe Qualters
Mike Cornman Jayme Washel
Laury Flint

Attendees:

Jeff Schemmer, Central Dispatch Kevin Patton, EFD
Mike Rouker, City Legal Jason Moore, City Fire
Jeff Stowasser, Motorola Solutions Shane Hanna, ERS
Joe Richardson, ERS Dustin Dillard, PCCFD
Curtis Clark, IU Health Mike Diekhoff, BPD
Cheryl Munson, Monroe Co. Commissioners Michael Flory, Monroe County
Legal

Meeting called to order at 10:00 a.m. by Chairperson Joe Qualters.

AGENDA

I. Approval of Minutes:

Russell Brummett made a motion for approval. Jayme Washel seconded the motion. Unanimously approved.

II. Personnel Update:

There were 60 applicants in the current hiring process, 33 of them tested and 22 will be interviewed. Interviews are March 21st – March 27th.

One dispatcher has resigned since the last meeting. He was one of the two currently in training. The other new dispatcher will start second shift at the end of March.

Still in the process of finding trainers for the training positions.

BFD recognized two of the dispatchers; Supervisor Amy Wolfe and Dispatcher Hana Babbs at their awards ceremony. The dispatchers received the Chiefs Award for their roles in assisting during a structure fire.

Qualters asked if any of the applicants have previous dispatching experience. One applicant does and he applied during the last process. One applicant is from Linton PD and has knowledge of Spillman. There are a few others with law enforcement or public safety experience.

III. Committee Reports: None - no active committees._

IV. Statistics:

- *January & February 2018* – Current stats are in the packet for review. January stats increased across the board, while February stats went down.
- *2017 Year-End Report* – Overall for 2017 the call volume went up. County wide, the fire calls decreased; however, fire departments aren't responding to some calls. EMS calls continue to rise.

Overtime and sick time were up in 2017. Training hours were down due to staffing issues.

Looking at having a specific dispatcher for fire calls.

Qualters asked if the minimum number of dispatchers on duty is four. Jeff confirmed that. The minimum staff will increase once the new dispatchers start and are out of training. Jeff stated that second shift will be the first shift to increase the minimum on, due to them being the busiest of the three shifts.

V. Old Business:

- *Locution*: Everything is still on schedule. Currently working on having fiber ran to the Prow Road site. As of 2020 T1 lines will no longer be supported. Spillman is still working on the interface issue with Locution. Fire will be the one to test out Locution. It will be done behind the scenes.
- *Smart 911*: Seems to be going well. No longer needed on the agenda.
- *Pulse Point*: Is on hold at the moment. IT has a security concern. Meetings are still being scheduled to talk about the concerns. Will update at the May meeting.
- *Township Radio Project*: Originally the plan was to purchase the MDT's and go live with them, then purchase the radios, but Jeff decided that it would be better for everyone to purchase the radios first. The change will not cause any delays. It's still a 2-year project, with \$800, 000 to be spent in 2018 and \$400, 000 in 2019.

Still some concerns over dead spots, but that problem cannot be completely eliminated.

Once the radios are in place, the State will come in and train the agencies on the radios. Coverage issues will be looked at during that time. If a repeater is purchased, the State has said that they would cover the annual maintenance costs.

A concern that Fire has is the ability to talk to each other and to dispatch. There are some tools that will help that issue and Jeff is looking into purchasing what

is needed. If a repeater for each fire station and each township was bought, that would help with coverage issues.

VI. New Business:

- *Equalization payment:* An amendment to the 2018 budget is being requested to include an equalization payment of \$74,886.96 to the County. In the previous Inter-local Agreement it was agreed that the City would pay the County \$74,886.96 each year for 10-years, due to the County's initial investment being larger than City's for the Dispatch Center. If approved, the amendment would go back to both City and County Councils for final approval. Then from here on out, the payment would be included in the annual budget.

The recommendation is that the Board approve an amendment to the 2018 budget in the amount of \$74,886.96 for an equalization payment from the City's E911 fund to the County. Cornman recommend the motion. Brummett seconded the motion. Unanimously approved.

- *2017 PSAP Report:* The State of Indiana requires this report every year. The breakdown is from the three funds that dispatch spends money from, State 911 fund, Public Safety LOIT and the Training fund. See the report for complete details. All monies spent out of the accounts is audited annually by the State Board of Accounts.
- *Motorola Contract:* Lease for the radios. It allows us to receive the radios now and pay for them later. The radios and a 5-year warranty on them is \$738,506.61.

Brummett recommends the purchase of the plan with the 5-year warranty. Laury Flint seconds the motion. Unanimously approved.

- *ERS-OCI Maintenance Contract:* This contract would allow the fire departments to drop off the radios for repairs. This is separate from the Motorola contract. The agreement for the portables is \$15,840 and the MDT's agreement is \$2,700 annually. Both are 5-year plans.

Cornman made a motion to purchase the 5-year maintenance plan for both radios and MDT's, for a total of \$18,540 annually. Brummett seconded the motion. Unanimously approved.

- *ERS-OCI Invoice:* Antenna replacement. Cost is \$1,139.61.

Brummett made a motion to pay the invoice. Washel seconded the motion. Unanimously approved.

- *Crane NSA MOU*: This is for informational purposes only. The Board does not need to vote or approve on anything.

Currently if the Crane dials 911, the call is routed through Virginia. Crane is looking at partnering with a local dispatching center to route their backup calls through. If the Virginia center fails for any reason, there is no backup center. Crane contacted Jeff to see if Central Dispatch would serve as a backup. No money is involved, just a mutual aid agreement.

VII. Police/Sheriff/Fire/EMS: none

VIII. Public Comment:

Margie Rice with County Legal wanted to let the Board know that a new Interlocal has been signed. There are some changes to the Interlocal. One change is the policy board will review and ratify all claims and invoices related to the dispatch center.

Margie and Mike have talked about meeting with the Board to go over the new policies.

Rouker commented that the new agreement will be indefinite until one of the parties feels that a change needs to be made.

Another change is that the Board approve the next year's budget by July 1st. A special meeting will need to be scheduled for June to go over the budget.

Meeting adjourned at 10:52 am.

The next meeting is scheduled for Tuesday, May 15, 2018 at 10:00 a.m. in the Training Room at B.P.D.