

Central Emergency Dispatch Policy Board

June 26, 2018 Minutes

Members present:

Russell Brummett Joe Qualters Mike Cornman Jayme Washel
Laury Flint

Attendees:

Jeff Schemmer, Central Dispatch Margie Rice, Monroe County Legal
Mike Rouker, City Legal Kevin Patton, EFD
David Calvin, Northern Monroe Fire Mike Diekhoff, BPD
Michael Flory, Monroe County Legal Shane Chapman, PCCFD
Eli Eccles, BPD Christina Combs, Central
Dispatch
Eric Mayo, IUPD Ernest Rollins, Herald Times
Kirk White, Indiana University Brooke Raybould, Central
Dispatch
Joani Shields, Central Dispatch Jarrod Bailey, Central Dispatch
Cheryl Munson, Monroe County Council Kelly Mullis, IU Health
Brad Swain, MCSO

Meeting called to order at 10:03 a.m. by Chairperson Joe Qualters.
Motion to add Public Comment as an item on the agenda.

AGENDA

- I. Election of Officers: Election of Chair and Vice Chair positions. On the agenda for discussion. The Board discussed voting on those positions at the last meeting of the year and starting 2019 with the appointments. Russell Brummett made a motion to vote on Chair and Vice Chair at the November 13, 2018 meeting for 2019. Unanimously approved.
- II. HFI 2018 Inspection and Maintenance Agreement: HFI maintenance agreement for the Central Dispatch Center. The annual cost is \$3,760.

Brummett made a motion to approve the annual contract with HFI for \$3,760. Corman seconded the motion. Unanimously approved.
- III. Word Systems – IUPD Recording System: The question from the May meeting was whether or not the funds were available for a new recording system in 2018. The recording system is for IU Police Department. IUPD is the backup dispatch center for Central Dispatch. Jeff Schemmer spoke with Word Systems and they have agreed to accept payment in January 2019 for the 2018 agreement. Jeff recommends the 5-year pre-paid maintenance agreement for \$64,668.

Corman made a motion for the approval of a 5-year agreement with Word Systems for \$64,668. Brummett seconded the motion. Unanimously approved.

- IV. 2019 Central Dispatch Budget: Attached is a 2019 Operational Budget memo.
- Add three additional shift supervisors – Increase staff to allow for a supervisor to be on each shift every day. Total budgeted amount \$2,594,725.79
 - Continue the 2018 Township Communications Plan – finish out the 800MHz project and install 10 mobile repeaters in front-line township fire departments.
 - Replacement of CAD/RMS servers – replace 5-year old servers. Total cost with 2-years of maintenance \$166,266.
 - IUPD recording system – update current recording system. Total cost \$64,668.
 - Fire/Police/EMD Protocols - \$250,277 to introduce fire/police/EMD protocols in dispatch.
 - Emergency Communications consultant – approximately \$30,000 to hire an outside consultant to evaluate the resiliency of the center.
 - Training room improvements – add 5 computers and stations, plus a workstation for the trainer. Total cost \$16,244.95
 - Increase the contractual line in the E9-1-1 budget from \$475,000 to \$525,00

**note that the battery died on the recorder. Unsure how long the meeting was not recorded. Resumed recording at 10:35 am. **

Schemmer is unsure on the dates for the budget hearings.

Brummett made a motion to approve the proposed budget. Washel seconded the motion. Unanimously approved.

- V. Appropriation from 911 Fund: A 2017 invoice for Locution was paid for in 2018. The appropriation is for the budget amount from the 2017 budget to be appropriated to the 2018 budget to cover the cost of the Locution payment. The amount is \$246,472.50.

Brummett made a motion to approve the appropriation. Cornman seconded the motion. Unanimously approved.

- VI. Public Comment: Cheryl Munson suggested asking for public comment after each item rather than waiting until the end of the meeting.

Motion to adjourn the meeting at 10:44 am.

The next meeting is scheduled for Tuesday, July 17, 2018 at 10:00 a.m. in the Training Room at BPD.