

## **Notice of Meeting**

### Central Emergency Dispatch Policy Board Regular Session

December 15, 2020 10:00 am  
Zoom Meeting

### **AGENDA**

- I Approval of Minutes –
  - September 22, 20120
- II Personnel Update
- III Committee Reports - No active committees
- IV Statistics – September and October 2020
- V Old Business
  - Novak Consulting Group – report review pages 11-20
- VI New Business
  - Priority Dispatch
    - ◆ Policies
    - ◆ Protocol update
- VII Police/Sheriff/Fire/EMS Business
- VIII Public Comment
- IX Next meeting January 19, 2021, 10:00 am

**KARIN DAVIS is inviting you to a scheduled Zoom meeting.**

**Topic: Central Dispatch Policy Board**

**Time: Dec 15, 2020 10:00 AM Eastern Time (US and Canada)**

**Join Zoom Meeting**

**<https://bloomington.zoom.us/j/91980313243?pwd=NExLTEJsYVNNb3h6Yi9ESURqK1g1UT09>**

**Meeting ID: 919 8031 3243**

**Passcode: 232790**

**One tap mobile**

**+19292056099,,91980313243# US (New York)**

**+13017158592,,91980313243# US (Washington D.C)**

**Dial by your location**

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**Meeting ID: 919 8031 3243**

**Find your local number: <https://bloomington.zoom.us/u/alm1g8oT7>**

Posted November 24, 2020

<https://bloomington.in.gov/boards/dispatch-policy>

# Central Emergency Dispatch Policy Board

## September 22, 2020 Minutes (Zoom Meeting)

Members present: Russell Brummett, Shannon Bunger, Dustin Dillard, Jayme Washel

Attendees:

Karin Davis  
Ken Fahr  
Mike Cornman  
Christine Bartlett  
Mike Rouker

Amy Hensley  
Kevin Patton  
Eli Ecles  
Ryan Pedigo  
Jennifer Lloyd

Meeting called to order at 10:03 a.m. by Ruseell Brummett.

### AGENDA

- I. Approval of Minutes: Motion from Dillard for approval of the July 22, 2020 minutes. Seconded by Washel and passed unanimous.
- II. Personnel Update: Report on staffing provided by Amy Hensley. Dispatch is down 5 FTE's and has plans to hire 4 new dispatchers within the next 6-8 weeks with the goal of having them trained and working alone by April 1, 2021. The 2021 budget has a request for 3.5 additional dispatch positions..
- III. Committee Reports: None - no active committees.
- IV. Statistics: Statistics report for July and August 2020 presented.
- V. Old Business:
  - *Novak Consulting Group update:* Proposal for Novak report review was presented to board members earlier by Chairman Qualters. The report will be reviewed over the next 2 meetings. November 17<sup>th</sup> – pages 11-20. January 2021 pages 20-27. Motion made by Washel to adopt this recommendation for review and seconded by Dillard. Passed unanimous.
- VI. New Business: No new business.
- VII. Police/Sheriff/Fire/EMS:

Fire – Dustin Dillard commented about reinstating the 800mz Template Committee.

EMS – Kevin Patton commented that he had met with Amy H and also encourages reinstating the committee.

VIII. Public Comment: None

The next meeting is scheduled for Tuesday, November 17, 2020 at 10am and will most likely be a Zoom meeting as well.

Meeting adjourned at 10:12 am.

## 2020 CFS Quarterly Comparison Statistics

Breakdown by month 2020

Sept-Oct Year Comparison

2020 Totals Jan-Oct

	Sep-20	Oct-20	Monthly Difference	2020	2019	Difference	Year to date
<b>Calls for Service</b>							
Bean Blossom Fire Dept.	14	6	-8	20	33	-13	103
Bloomington Fire Dept.	360	394	34	754	839	-85	3,407
Benton Township Fire Dept.	21	20	-1	41	34	7	182
Ellettsville Fire Dept.	88	80	-8	168	157	11	711
Monroe Fire Protection District	118	148	30	266	323	-57	1,554
Northern Monroe Fire Territory	83	87	4	170	155	15	720
Van Buren Fire Dept.	95	129	34	224	236	-12	1,083
<b>Total calls for Service</b>	<b>779</b>	<b>864</b>	<b>85</b>	<b>1,643</b>	<b>1,777</b>	<b>-134</b>	<b>7,760</b>
IJ HEALTH EMS	1,233	1,241	8	2,474	2,767	-293	12,070
Bloomington Police Dept.	3,996	4,092	96	8,088	9,279	-1,191	39,434
Ellettsville Police Dept.	524	539	15	1,063	1,210	-147	6,597
Monroe County Sheriff	2,908	2,992	84	5,900	7,297	-1,397	29,346
Stinesville Town Marshall	44	55	11	99	73	26	278
<b>Total calls for Service</b>	<b>7,472</b>	<b>7,678</b>	<b>206</b>	<b>15,150</b>	<b>17,859</b>	<b>-2,709</b>	<b>75,655</b>
<b>Phone Calls</b>							
911 Inbound	4,972	5,168	196	10,140	11,172	-1,032	#REF!
911 Abandoned	707	773	66	1,480	1,633	-153	#REF!
911 Abandoned %	12.45%	13.01%	1.63%	12.29%	12.75%	1.51%	12.69%
<b>Total</b>	<b>5,679</b>	<b>5,941</b>	<b>262</b>	<b>11,620</b>	<b>12,805</b>	<b>-1,185</b>	<b>#REF!</b>
Avg Call Duration (sec.)	81.4	86.9	5.5	77.4	73.4	4.0	75.8
Inbound Admin	7,823	7,690	-133	15,513	16,471	-958	73,908
Abandoned Admin	994	965	-29	1,959	1,550	409	7,598
Outbound Admin	3,916	3,959	43	7,875	7,691	184	35,187
Total Admin	12,733	12,614	-119	25,347	25,712	-365	116,693
<b>Total CFS and Admin calls processed by Dispatch #REF!</b>							

# Combined Ledger by Location (All Detail) within Date Span 09-01-2020 thru 11-01-2020

Note: Includes transactions after the last posted date of 08/31/2020.

Fund 1222 Monroe County 911 Fund  
Loc 0000 No Department

Monroe County

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
1222.30005.000.0000	Contractual			No Department	
	09/02/2020	09/02/2020	Claim/RegDocket	126.85	BK:001 CK:272264 Inv:0610609 Vend:021236 Comcast Cable Commissioners
	09/09/2020	09/09/2020	Claim/RegDocket	40,352.00	BK:001 CK:272327 Inv:8230266534 Vend:003896 Motorola Solutions, Inc. Commissioners
	09/09/2020	09/09/2020	Claim/RegDocket	39,598.00	BK:001 CK:272327 Inv:8230215884 Vend:003896 Motorola Solutions, Inc. Commissioners
	09/16/2020	09/16/2020	Claim/RegDocket	118.41	BK:001 CK:272436 Inv:3880998 Vend:006022 Indiana Office Of Technology Commissioners
	09/16/2020	09/16/2020	Claim/RegDocket	898.59	BK:001 CK:272445 Inv:1000902 Vend:001160 Smithville Telephone Co Inc Commissioners
	09/23/2020	09/23/2020	Claim/RegDocket	20,898.17	BK:001 CK:272604 Inv:31290191TM Vend:000622 AT&T Mobility Commissioners
	09/23/2020	09/23/2020	Claim/RegDocket	3,000.00	BK:001 CK:272615 Inv:24083 Vend:022997 Equature Commissioners
	09/30/2020	09/30/2020	Claim/RegDocket	18.50	BK:001 CK:272788 Inv:10075492 Vend:012564 Language Line Services Commissioners
	09/30/2020	09/30/2020	Claim/RegDocket	126.85	BK:001 CK:272781 Inv:0610609 Vend:021236 Comcast Cable Commissioners
	09/30/2020	09/30/2020	Claim/RegDocket	728.19	BK:001 CK:272776 Inv:3121301108 Vend:025089 AT&T Commissioners
	10/01/2020	10/01/2020	Claim/RegDocket	129.69	BK:001 CK:273089 Inv:3929640 Vend:006022 Indiana Office Of Technology Commissioners
	10/01/2020	10/01/2020	Claim/RegDocket	302.58	BK:001 CK:273332 Inv:812706124110 Vend:025089 AT&T Commissioners
	10/01/2020	10/01/2020	Claim/RegDocket	898.59	BK:001 CK:273352 Inv:1000902 Vend:001160 Smithville Telephone Co Inc Commissioners
	10/01/2020	10/01/2020	Claim/RegDocket	20,898.17	BK:001 CK:273333 Inv:31328791TM Vend:011909 AT&T Capital Services Inc. Commissioners
	10/01/2020	10/01/2020	Claim/RegDocket	14.80	BK:001 CK:273346 Inv:10100109 Vend:012564 Language Line Services Commissioners
	10/28/2020	10/28/2020	Claim/RegDocket	731.64	BK:001 CK:273498 Inv:100924 Vend:025089 AT&T Commissioners
	10/28/2020	10/28/2020	Claim/RegDocket	126.85	BK:001 CK:273504 Inv:0610609 Vend:021236 Comcast Cable Commissioners
			Estimated		
			Revenue		
			0.00		
			0.00		
			Receipts		
			0.00		
			0.00		
			Appropriation		
			0.00		
			0.00		
			Expenditure		
			0.00		
			2,751.75		
			Unexpended:		
			(2,751.75)		
			Cash:		
			(2,751.75)		
1222.30028.000.0000	Training/Travel			No Department	
	09/16/2020	09/16/2020	Claim/RegDocket	2,609.75	BK:001 CK:272431 Inv:2026262 Vend:008541 CALL ONE, INC. Commissioners
	10/14/2020	10/14/2020	Claim/RegDocket	142.00	BK:001 CK:273092 Inv:300054816 Vend:026777 Nena-NATIONAL EMERGENCY Commissioners
			Estimated		
			Revenue		
			0.00		
			0.00		
			Receipts		
			0.00		
			0.00		
			Appropriation		
			0.00		
			0.00		
			Expenditure		
			0.00		
			2,751.75		
			Unexpended:		
			(2,751.75)		
			Cash:		
			(2,751.75)		

Financial System

11/04/2020 09:11 AM by jnewman

\*\* Information obtained from the Investment System.





# Detail General Ledger Report

G/L Date Range 11/09/20 - 12/31/20  
 Include Sub Ledger Detail  
 Exclude Accounts with No Activity

G/L Date	Journal	Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 151-14-145000-51110 Salaries and Wages - Regular									
11/20/2020	2020-00015867	JE	HR	Payroll Post Bi-Weekly Bi-Weekly 20201120	Payroll Post		44,851.60	Balance To Date:	\$1,076,708.91
12/04/2020	2020-00016326	JE	HR	Payroll Post Bi-Weekly Bi-Weekly 20201204	Payroll Post		41,353.77		1,121,560.51
Account Totals							\$86,205.37	\$0.00	\$1,162,914.28
G/L Account Number 151-14-145000-51130 Salaries and Wages - Overtime									
11/20/2020	2020-00015867	JE	HR	Payroll Post Bi-Weekly Bi-Weekly 20201120	Payroll Post		9,755.85	Balance To Date:	\$103,465.39
12/04/2020	2020-00016326	JE	HR	Payroll Post Bi-Weekly Bi-Weekly 20201204	Payroll Post		9,413.98		113,221.24
Account Totals							\$19,169.83	\$0.00	\$122,635.22
G/L Account Number 151-14-145000-51220 FICA									
11/20/2020	2020-00015867	JE	HR	Payroll Post Bi-Weekly Bi-Weekly 20201120	Payroll Post		3,971.84	Balance To Date:	\$84,357.15
12/04/2020	2020-00016326	JE	HR	Payroll Post Bi-Weekly Bi-Weekly 20201204	Payroll Post		3,683.09		88,328.99
Account Totals							\$7,654.93	\$0.00	\$92,012.08
G/L Account Number 151-14-145000-52110 Office Supplies									
11/13/2020	2020-00015364	JE	AP	A/P Invoice Entry	Accounts Payable		15.78	Balance To Date:	\$822.01
12/05/2020	2020-00016326	JE	HR	14-Dispatch-paper clips, correction tape	Payroll Post		7,754.28		175,063.64
12/04/2020	2020-00016326	JE	HR	14-Dispatch-legal tray	Payroll Post		7,209.02		182,272.66
Account Totals							\$14,963.30	\$0.00	\$182,272.66
G/L Account Number 2020-00016528									
12/11/2020	2020-00016528	JE	AP	A/P Invoice Entry	Accounts Payable		587.56	Balance To Date:	\$822.01
133712132001	Office Depot, INC			14-Dispatch-copy paper, folders, paperclips, pens, markers	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
133712134001	Office Depot, INC			14-Dispatch-legal tray	12/01/2020	EFT	38599	577.67	577.67
Account Totals							\$603.34	\$0.00	\$1,425.35





# Detail General Ledger Report

G/L Date Range 11/09/20 - 12/31/20  
 Include Sub Ledger Detail  
 Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 151-14-145000-52210 Institutional Supplies									
11/13/2020		JE	AP	A/P Invoice Entry	Accounts Payable		65.13	Balance To Date:	\$870.35
					Accounts Payable				935.48
					Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
					11/03/2020	EFT	38171	65.13	65.13
					Total		65.13	65.13	
					Account Institutional Supplies Totals		\$65.13	\$0.00	\$935.48
								Balance To Date:	\$12,834.55
									12,849.54
G/L Account Number 151-14-145000-52420 Other Supplies									
11/13/2020		JE	AP	A/P Invoice Entry	Accounts Payable		14.99		
					Accounts Payable				
					Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
					11/03/2020	EFT	38210	14.99	14.99
					Total		14.99	14.99	
					Account Other Supplies Totals		\$14.99	\$14.99	
								Balance To Date:	\$12,867.49
									17.95
G/L Account Number 151-14-145000-53140 Exterminator Services									
11/13/2020		JE	AP	A/P Invoice Entry	Accounts Payable		65.00		
					Accounts Payable				
					Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
					11/03/2020	EFT	38111	65.00	65.00
					Total		65.00	65.00	
					Account Other Supplies Totals		\$32.94	\$0.00	\$12,867.49
								Balance To Date:	\$390.00
									455.00
G/L Account Number 151-14-145000-53210 Telephone									
11/25/2020		JE	AP	A/P Invoice Entry	Accounts Payable		215.85		
					Accounts Payable				
					Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
					11/25/2020	Check	72997	215.85	215.85
					Total		215.85	215.85	
					Account Exterminator Services Totals		\$65.00	\$0.00	\$455.00
								Balance To Date:	\$2,158.50
									2,374.35
G/L Account Number 151-14-145000-53210 Telephone									
11/25/2020		JE	AP	A/P Invoice Entry	Accounts Payable		215.85		
					Accounts Payable				
					Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
					11/25/2020	Check	72997	215.85	215.85
					Total		215.85	215.85	
					Account Telephone Totals		\$215.85	\$0.00	\$2,374.35





# Detail General Ledger Report

G/L Date Range 11/09/20 - 12/31/20  
 Include Sub Ledger Detail  
 Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
12/11/2020	151-14-145000-53990	JE	AP	Other Services and Charges A/P Invoice Entry	Accounts Payable		250.00	Balance To Date:	\$7,859.10
				COVID 19 - COVID-19					8,109.10
				14-electrostatic cleaning of Dispatch/COVID-19					
					Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
					12/01/2020	EFT	38627	250.00	250.00
							Total	\$250.00	\$250.00

Account	Other Services and Charges Totals	Dispatch Totals	Police Totals	Grand Totals
	\$250.00	\$134,571.15	\$134,571.15	\$134,571.15
	\$0.00	\$0.00	\$0.00	\$0.00
Fund	Public Safety L I T(S9505)	\$134,571.15	\$134,571.15	\$134,571.15
		\$0.00	\$0.00	\$0.00
		\$134,571.15	\$134,571.15	\$134,571.15
		\$0.00	\$0.00	\$0.00
		\$8,109.10	\$8,109.10	\$8,109.10