

GRAND TRAVERSE COUNTY 911 BOARD OF DIRECTORS

Meeting Minutes: January 19, 2017

Commission Chambers Governmental Center

PRESENT:

Carol Crawford
Capt. Chris Clark
Chief Jeff Obrien
F/Lt David Street
Chief Theo Weber
Chief Jim Tuller
Daryl Case
Jason Torrey

AGENCY:

G.T. County Board of Commissioners
G.T. Sheriff Office
Traverse City Police
Michigan State Police
G.T. Rural Fire Department
Traverse City Fire Department
North Flight EMS
GT 911/Central Dispatch

ABSENT:

Chief Pat Parker
Gregg Bird

G.T. Metro Fire Department
G.T. Emergency Management

OTHERS IN ATTENDANCE:

Andy Down
Leah Hornacek
Steve Apostal
Jim Carroll

Long Lake Fire and Rescue
GT 911/Central Dispatch
G.T. Metro Fire Department
Blair Twp Fire Department

Call to order

Jason Torrey called meeting to order at 0805. A quorum was present.

Roundtable introductions. Welcome to Commissioner Crawford.

2017 Election of Officers

Motion by Jason Torrey to nominate Gregg Bird as Chair, Support by Chief Weber. Motion passed.

Motion by Jason Torrey to nominate Chief Jim Tuller as Vice Chair, Support by Chief Weber. Motion passed.

Motion by Jason Torrey to nominate Chief O'Brien as Secretary, Support by Commissioner Crawford. Unanimous.

Approval of Agenda

Jason Torrey introduced the agenda. Motion by Chief Weber to approve agenda as presented. Support by Daryl Case. Motion passed.

Approval of Minutes

Jason Torrey introduced the minutes from last meeting. Motion by Daryl Case to approve the minutes of the last meeting as presented. Support by Chief Weber. Motion passed.

Approval of 2017 Meeting Schedule

Jason Torrey introduced the 2017 Meeting Schedule. Motion by Capt. Clark to approve the meeting schedule as presented. Support by Commissioner Crawford. Motion passed.

Directors Report:

Director Jason Torrey provided the following report

- Central Dispatch is actively recruiting for open dispatch positions.
- MCDA meets bi-monthly and continues working on legislative funding as a priority.
- Jason Torrey will be participating in 911 goes to Washington on Feb. 26, 2017.
- Jason Torrey and Leah Hornacek will be attending the Center for Management Certification Program in Grand Rapids in April detailing direction on how to manage a PSAP. This is a state funded program.
- Scheduled dispatcher trainings in April include CPR, Active Shooter, and Customer Service.
- Jason Torrey has met with the new IT consultant in reference to the following:
 - Update of our message switch, current one is over 10 years old.
 - Network stability
 - Internet backup, past letter forwarded to the new IT consultant
 - Scheduling of downtime for updates
 - Jason Torrey has negotiated a move over to New World Enterprise, New World has agreed to upgrade at no charge other than training costs.

Leah Hornacek provided the following Smart 911 update.

- Smart 911 is rebranding to Rave 911
- Facilities – Leah has worked with both Traverse City State Bank and the Interlochen Arts Academy to create business profiles to assist Central Dispatch with incidents involving those businesses. This has worked well and information will be sent out electronically to departments so they can distribute the information to their various businesses to set up profiles. Discussion.

Jason Torrey reminded departments to fill out their master paging forms and get them sent back in to Joseph Miller.

Discussion on preference for personnel updates, update every 30 days or if changes are made.

Jason Torrey advised Central Dispatch is working with the Hoarding Taskforce to compile a database in the CAD system. This information will be provided by the Hoarding Taskforce. The phrase “Heavy Contact” will be used to let responders know there is a hoarding situation.

SUBCOMMITTEE REPORTS:

Technical Subcommittee

Jason Torrey provided the subcommittee report.

There will be radio training on February 6, 2017. A reminder that radio operator training is mandatory for all new users.

Road Commission repeater move to central tower is still pending.

We are still in the process of converting phone companies over to Next Gen 911 platform.

Update from Unication – they are hoping to have 800MHz pager charging base unit available by the end of next month. Discussion

Active 911 first responder application – We are looking at opportunities for a countywide subscription. Supervisor Cory Ellis is actively working with them and they have offered an \$11 per device per year subscription. Chief Weber advised that he works with I Am Responding and they give better service at this time with more features. Discussion.

Jason Torrey led discussion reference All Call/Off Duty paging. One drawback being there is no dashboard screen like I Am Responding currently offers. Torrey will set up for Supervisor Ellis to do a demo during the next Tech Subcommittee meeting.

Discussion on narratives for fire and ems calls.

FleetNav Services is currently being utilized by the Sheriff's Department for their K9 units and recreational vehicle units. Discussion on the possibility of 1 web based portal for all departments.

Law Enforcement Subcommittee

No update.

Fire and EMS Subcommittee

No update.

Old Business:

Jason Torrey advised that the SunGard presentation has been postponed. Daryl Case and Chief Weber would like to see a demo, Torrey hopes to schedule this in the next few months.

The communications policy was forwarded to Case in reference to questions reference lost or destroyed equipment.

New Business:

Jason Torrey provided the following:

Green Lake Twp. and Grant Twp. has seceded from Rural Fire, they will use personnel designation of 4M##.

Air 4, water supply 4, and marine 4 were reassigned within the Rural Fire Dept. Air 4 is now at station 3 and renamed Air3, water supply 4 is now at station 6 and renamed Water Supply 6, marine 4 is now a station 6 and renamed Marine 6. Box alarm boundaries have been reworked in the southwest portion of the county to reflect the change.

Updating units and redefining lines in CAD to reflect this change also. Script is being written by New World to transfer unit IDs into the GLTES ORI. This should be completed by next week.

911 Annual Report was submitted to the Board by Jason Torrey. This reflects goals and accomplishments outline as well as statistics.

COML training is April 5-7 this year. Due to other engagements Central Dispatch will not be attending but anticipate to register for another upcoming class.

Discussion on response time analysis statistics. Jason Torrey met with the Rural Fire Dept consultant and believes there was a need to further analyze the data to reflect more accurate response times. Chief Weber will get in touch with the consultant to have a meeting with Director Torrey so the information can be correctly analyzed. Chief Weber will also put Jason Torrey on the agenda for the fire board meeting so this can be discussed and explained.

Daryl Case inquired on Kalkaska getting in touch with dispatch director. Kalkaska is working with Fife Lake on ALS response into Fife Lake Twp.

Daryl Case announced that North Flight EMS is having an open house on February 8th at the new dispatch center on Hughes Dr.

Round Table:

Lt. Street advised that Wexford County is hoping to go to an authority or advisory board for their dispatch, he did not have the outcome from their board meeting last night. Jason Torrey advised that Wexford County should be getting some statistics to him in reference to a possible partnership.

Lt. Street advised Wexford is contemplating moving to 800MHz pager system because they are currently not receiving pages in the northern region of their county for Fire/EMS. Requesting of a bond for this purpose was proposed.

Congratulations to Chief O'Brien, who was recognized as City Employee of the year.

Meeting adjourned at 09:28 AM.