

SUMMARY MINUTES - REVISED
JOINT EMERGENCY COMMUNICATIONS CENTER
USER ADVISORY COMMITTEE
JULY 20, 2010 @ 0900 HOURS

PRESENT: James Aycock, Barry Bedford, Erika Billerbeck (IADNR), Terry Brennan, Steve Dolezal, Dave Fitzgerald (Tac 10), Chuck Green, Tom Hansen, Sam Hargadine, Roger Jensen, Randy Johnson, Tom Jones, Nick Loney, Andy Rocca, Nancy Sereduck, Dan Smith, Steve Spenler, Dave Stannard, Nick Trenary, Dave Visin, James Warkentin, Rick Wyss and Dave Kahn (Elert) by conference call.

- I. CALL TO ORDER: The meeting was called to order at 9:03 AM by Andy Rocca. Introductions were called for by Andy Rocca.
- II. REVIEW OF MINUTES: Motion to approve the June 15, 2010, minutes as distributed was made by Hargadine and seconded by Stannard; motion approved.
- III. CHANGES/ADDITIONS TO THE AGENDA:
Brennan requested the addition of a Voice Testing discussion to V part F.
Request from Wyss and Dolezal add ICPD and JCSO request to V part B
- IV. INTERIM DIRECTOR'S UPDATE: Jones
 - A. Radio User Subscriber Agreement – Draft – Dave Kahn

Kahn led a discussion about the need for the subscriber agreement for non-public safety users.

Request for input to be forwarded to Tom Jones and then forwarded to Dave Kahn by August 10 for any changes or additions to the draft subscriber agreement.
 - B. Emergency Communication Equipment and Services Agreement:

Hargadine advised that a copy was being reviewed by the City Attorney for Iowa City.

Discussion tabled until next meeting with input for changes or additions by August 10. Need stressed for this document to be in place by the time of the full radio cut over.

It was mentioned that this agreement had not appeared on the Policy Board agenda for this month. Hopefully the discussion can be opened at the next regular meeting
 - C. CAD/FSA/Firehouse Interface: Dave Fitzgerald, TAC 10
Fitzgerald advised that updates were expected next week.

D. Open House : Jones

Jones advised that 130 flyers were distributed during the open house. We had positive feedback from the public. The Policy Board members approved.

E. Other: Jones

Jones advised that the 9-1-1 issues were addressed by Qwest and Intrado.

V. FIRE/EMS/LAW:

A. Procedure contact and tracking/resolving of emergency communications issues:
Hargadine

Requesting a written procedure to provide written feedback for the agencies involved.

B. Additional Radio Requests:

1. JCMAA – Dan Smith
 - a. Hills FD
 - b. Swisher FD
2. JCSO – Dolezal
3. UIPD – Visin
4. ICFD – Rocca
5. ICPD - Wyss
6. North Liberty – Warkentin

C. FIRE/EMS Dispatch Policy: Sereduck

Any changes should be submitted to Sereduck before August 10 to present full product at next UAC.

D. Implementation of EMD/Quality Assurance reviews:

Spangler will work with Jensen and Sereduck to firm up the policy.

E. Tactical Headsets: Bedford

Bedford advised that changing adapters for all agencies would be the most cost effective. Bedford proposed approval of the recommendation to purchase headset adapters as requested by the LAW committee. Green seconded. Approved.

F. Reliability Testing: Brennan

The week of August 2 will be the training week for the trainers/end users. Racom will work with Jones to provide a schedule that will include 10 sessions, days and evenings included. The week of August 16 will be the actual testing. There will be a required training session from 1500-1700 on the 16th for all participants including the assigned dispatcher. The tests will begin Tuesday the 17th and go through Thursday the 19th. The tests will include driving tests and individual building testing. September 6-9 will conclude the testing period with more invasive testing, including testing with the Elert consultants.

VI. OTHER BUSINESS:

A. Full PSAP status of UI DPS:

Quote for the total backup system is \$257,000. At the last Policy Board meeting the board indicated strong support for the full backup provision, with the understanding that the 3 backup consoles are not full Maestro consoles.

Motion: The University of Iowa Department of Public Safety should be a full PSAP backup to the JECC as recommend by Elert's proposal. Moved by Bedford. Seconded by Stannard.

B. Non public safety users: Fee discussion will be rolled into the August 10 user agreement discussion and recommendations by UAC.

C. Army Corp of Engineers (ACOE):

Billerbeck confirmed that the JECC was responsible for programming of radios. Confirmed need fir 2 portables. The DNR also requires 1 mobile and 2 portables.

D. Additional Radio Policy: Discussion will be rolled into the August 1- user agreement discussion and recommendations by UAC.

E. Weather Alert Siren System: Reminder that the monthly test will on the first Wednesday of each month.

F. Other: Short discussion on the available interoperability channels available for joint events, i.e. Football, walking patrols, etc.

VII. Next JECC-UAC regular meeting: August 17, 2010, 9:00 AM at the JECC

VIII. Meeting adjourned at 11:44 AM by Andy Rocca