

SUMMARY MINUTES
JOINT EMERGENCY COMMUNICATIONS CENTER
USER ADVISORY COMMITTEE
TUESDAY, AUGUST 17, 2010 - 9:00 AM

PRESENT: Jim Baker, Barry Bedford, Erika Billerbeck (IADNR), Terry Brennan, Steve Dolezal, Dave Dvorsky, Dave Fitzgerald (TAC 10), Tom Hansen, Sam Hargadine, Roger Jensen, Randy Johnson, Tom Jones, Shane Kron, Brad Reinhard, Andy Rocca, Nancy Sereduck, Dan Smith, Guy Sommers, Dave Stannard, Nick Trenary, Dave Visin, Rick Wyss and Dave Kahn (Elert) by conference call.

I. CALL TO ORDER: The meeting was called to order at 9:00 AM by Andy Rocca.

II. REVIEW OF MINUTES: Two changes to last month's minutes were noted by Wyss. The ICPD request of six portable radios and one mobile radio will be added to the additional radio requests and the minutes will be revised accordingly. Motion to approve the July 20, 2010, minutes with amendments was made by Bedford with a second by Dolezal. Motion approved.

III. CHANGES/ADDITIONS TO THE AGENDA: No changes or additions.

IV. INTERIM DIRECTOR'S UPDATE: Jones.

A. Emergency Communication Equipment and Services Agreement

A review and discussion of the agreement.

B. Non-public Safety User's Agreement

1. Fees: What fees should be charged? Which users would be charged additional fees? Brennan stated RACOM would not be charging the JECC for these users, but would charge the users only.

2. Motion for Recommendation to the Policy Board. A \$200 initial fee for governmental agencies and an annual \$75 per device fee for those agencies is recommended - these fees would stand for a two year period to facilitate the budget process. A \$200 initial fee for private businesses and an annual \$150 per device fee is recommended - these fees would stand for a one year period. Motion proposed by Hargadine, seconded by Bedford; motion approved.

C. CAD/FSA/Firehouse Interface - Dave Fitzgerald, TAC 10

D. Executive Director Recruitment - Over a dozen applications and resumes have been received. Request for Jeff Davidson to get the discussion on the Policy Board agenda for the August 27th meeting.

- E. Procedure for Contact and Resolution of Emergency Communications Issues - Short discussion reference the proposed operation guideline provided in the meeting information. Jones advised that an online form and system was in the works and should be available shortly. A request was made to include a time of response of two to three business days, which will be added.

V. FIRE/EMS/LAW:

- A. FIRE/EMS Dispatch Policy - Nothing new to add. Comments were forwarded to Spenler, who will be scheduling a subcommittee meeting in the future. The goal is to finalize the policy prior to the cut-over to the new radio system.
- B. EMD QA Policy - Dvorsky discussed the previously distributed policy and asked for volunteers from agencies to sit on the once a month review committee. Visin asked to be included in the committee. DPS will begin training on EMD shortly.
- C. State Contracts - IOWA/NCIC state contracts have been written and will require signatures of the heads of the participating agencies. Copies will be sent as soon as the state has the originals.
- D. ICFD Alarm Processing - Rocca led discussion on the increased alarm processing time over the last month.
- E. ICPD Call Discrepancies – Wyss/Baker. Baker led discussion of several problem areas.
- F. Additional Radio Requests
1. Medical Examiner's Office – Guy Sommers
 2. Johnson County Conservation Board
 3. Coralville Fire Department – Dave Stannard
 4. Lake MacBride State Park
- G. Frequency Assignment for UI Football – Visin. Vision led a short discussion regarding the need for specific assignments for future radio use.

VI. OTHER BUSINESS:

- A. UI DPS PSAP Status - Vision and Jones will meet to discuss and plan the ongoing provisions, standards, procedures, and criteria for the new PSAP. Kahn recommends a plan of action be established.

B. Corps of Engineers' Request for Operating Channels - Discussion involved the purchase of additional radios and the use of channels. It was proposed to table this item until the September meeting, due to the federal agency issue.

C. Other

1. Request to place a discussion for policy regarding radio requests before the Policy Board on August 27th, regarding a formal action.
2. A firm date for completion of reliability testing.

VII. NEXT MEETING: The next regular meeting of the JECC-UAC will be held at the JECC on September 21, 2010, at 9:00 AM.

VIII. ADJOURNMENT: The meeting was adjourned by Rocca at 11:55 AM.