**Emergency Communications Advisory Board**

**June 13, 2024**

**Members present:** Sheriff Jeff Easter,CIO Mike Elpers, Firefighter Brian Finan, Asst. City Manager Donte Martin, Chief Brandon Russell, Chief Tammy Snow, Chief Jeff Whitfield, Chief Doug Williams, Director Julie Stimson, Deputy Chief Lem Moore, Deputy Chief Ray Hensley, Deputy Chief Dave Hersh, Deputy Director Angela Fuller, and Captain Blake Mumma.

**Also, present:** Director Elora Forshee, Assistant County Manager Rusty Leeds, Deputy Director Alayna Moreno, and Connor Murphy

1. **Call to Order - Director Stimson called the Meeting to order with a quorum present.**
2. **Advisory Board Minutes from April 11, 2024 Meeting - were Approved by Sheriff Easter, and Seconded by CIO Mike Elpers.**
3. **Director’s Report – Director Forshee**
	1. **2025 Budget Update –** Director Forsheediscussed the 2025 Budget process is still in review and next meeting anticipated with the County Manager for Mid July 2024.
	2. **Emergency Communications Community Advisory Board Update –** Director Forshee discussed that there are enough commission appointments in place to have a quorum. That meeting is scheduled for Tuesday, June 25, 2024. This meeting will be a meet/greet and to learn and understand about 911. There currently is no youth appointment, due to the school year ending already, it may be fall before that can be set. Also the SGCO Association of Cities are working on the 2nd and 3rd class appointments. Possibly moving forward with the next meeting in August 2024 going over by-laws.
	3. **Encryption Project Update –** Director Forsheediscussing that this has been a large project, and that we are currently waiting on (2) agencies to get a quote together, hoping to have the quote very soon and to make a purchase by August 2024 so that programming may begin. Harvey County will be able to help with the programming to help in expediting that process.
	4. **Staffing and Training Update**
4. Call Taker Academy started 6-10-2024 with (6) employees
5. Hiring now for Academy that starts 7-22-2024
6. (8) open positions, only 4 of those are call taker/dispatcher positions
	1. **Employee Development Team** – Director Forshee discussed the update to the EDT (Employee Development Team). This role previously known as the QI Team has been renamed and revised with changes to the responsibilities. This team will consist of (4) employees which will begin in their new roles on Monday, June 17. The employees will begin working 1st shift and then eventually transition into Multiple Shifts.
7. **Deputy Director’s Report – Deputy Director Moreno**
	1. July 4 – 2024 Operations – The Non-Emergency Line will begin on June 30 thru July 6, from 6:00pm thru 3:00am.
	2. Asking for new graphics from our Communications Team.
	3. Meeting with City Fire and WPD to go over a TAC Channel to broadcast those calls instead of going through Law Enforcement.
	4. If Derby or any other Small towns would like to have modifications or special requests during this holiday please contact me by July 2, 2024.
8. **Fire Subcommittee Report – Firefighter Finan –** Meeting regularly and going over the (3) main categories
	1. GIS – A lot of updates with GIS info, mostly routing issues
	2. Alerting – Not traditional within the station but outside of the stations with pagers. With cell phone outages and relying on cell phones looking into VHF currently being used in Valley Center; procedural changes are receptive from Dispatch and working well.
	3. MOU – Still waiting on MOU from County to access on test server. Clarification from Director Forshee - Derby Fire, Wichita Fire, and SGCO Fire, already have programming of their own response plans apparatus capabilities, access is there. Director Forshee has been in touch with Legal they are drafting up the agencies, (Derby Fire, Wichita Fire, & SCGO Fire), as the only agencies currently allowed programming thru CAD, other agencies would only have access to your own information. Legal will be further clarifying on what agencies will and won’t have access to items outside their own plans; this should tighten up the understanding.
9. **Update on Brookhollow Incident Review RFP – Asst. County Manager Leeds**
	1. Vendor Jensen Hughes has been hired to provide a Post Analysis review, with a contract in place to review the Brookhollow Incident.
	2. Planning on being in Wichita in July after the holiday to go over all the information and files, documentation of training manuals, SOG’s, etc.
	3. Tentatively they are looking at September with a Draft report of their findings and for October to deliver their final report.
10. **Active Shooter Incident Management Summary – Director Stimson**
	1. May 29-30-31, 2024
	2. Next step – take what was learned and tweak for next time
	3. (11) scenarios – ranging from Schools, Airports, to Courthouses
	4. May be some policy changes that come from this training in the future
	5. Positive feedback and podcast is available to view
11. **No Off Agenda Items at this meeting**

**Adjournment @ 1422**