**Emergency Communications Advisory Board**

**April 13, 2023**

**Members present:** Sheriff Jeff Easter, Chief Jeff Whitfield, Director Julie Stimson, Chief Robert Lee, Chief Tammy Snow, Deputy Chief Ray Hensley

The meeting was called to order without a quorum.

**Also, present:** Elora Forshee, Rusty Leeds

1. **Director’s Report – Director Forshee**
	* **CAD Go-live Update** – Director Forshee reported that they were working to get final touches into CAD before midnight as that was the cut-off time when CAD would be unavailable to prepare for go-live. Everything that is entered appears to be ready for go-live, Director Forshee does anticipate having to make changes once go-live happens, which is to be expected.
	* **Renovation Update** – Moved to the backup site 4/2 and had a few days of being on mobile radios, but now everyone is on the full radio consoles with full radio functionality. Everything is going smoothly at the backup site. The main site is well into the demo stages as scheduled and it is projected 911 will return to the main site somewhere around mid-July to early August. 911 has also added additional phone consoles at the backup site for additional call taker space, everything with that is also ready and functional.
	* **2024 Budget Requests:**
		1. **Full radio consoles for the backup site** – Currently the full radio functionality is due to bringing the radio consoles from the main site during renovations. In the future, 911 would like to have full radio consoles at the backup site permanently so they have full functionality when working out of the backup site in the event of a quick evacuation. This is a top priority for 911 and for the advisory board, for both unit safety and for staff comfort levels.
		2. **Technology Coordinator** – The request is to have someone that would manage CAD, the phone system, coordinate with the Radio Shop on projects, and various other tasks. This position would also be looking at how 911 can progress as a department to be more efficient, better serve field personnel, and better serve 911 staff.
		3. **Radio Consultant** – 2028 will be end of support for the current radio system. We will need to decide what to do in 2028, but we cannot wait until that time to decide. This person would audit our current system and ensure we don’t have any security gaps, and they also help us decide what will be best for our system both economically and provides what is best for our community.
		4. **Fire Station Alerting (FSA) Upgrade** – Current FSA is over 10 years old and no longer under contract to be serviced by Zetron. If this is approved, we will partner with the fire departments to see to prepare an RFP and evaluate options.
		5. **Critical Connect Public and Statewide Radio System** – Provided through Motorola, it connects our radio system with the state radio system. It provides a few things – one is if we have a failure on our system, we can roll units over to the state system seamlessly. The other thing it provides is the users on the state system that come to our radio system would not have to have their own IDs, they can operate on our system through that connection. Currently we have to purchase all IDs and maintain them, this is a way to help with some cost-savings. Lastly, if you have an LTE capable radio and you lose RF coverage somewhere, this allows you to move between LTE and RF coverage without having to do anything.
			+ Possible grants available for 4 and 5, will look into that further
		6. More positions were requested, but did not move forward past the Assistant County Manager level due to current openings. This was a benchmark to request so we can start looking at how many positions will be needed to separate call taking and dispatching in the future, which is our ultimate goal with the renovation.
	* **Staffing and Training Update –** Currently have 34 open positions – one person left in January, 1 person left in February, and around 10 left in March due to various reasons. We did pause hiring to train staff on new CAD system, but have now hired a class of 11 to start at the beginning of May. We will begin hiring soon for another class that will start mid-June and will follow up with another class after that to make up for the gap in hiring that we had. The pay increase that came through at first of the year brought has brought a large number of applicants. Total staffing is 106.
2. **Off Agenda Items**
* **Julie Stimson** reported an update on the mass notification system.
* **Sheriff Jeff Easter** There is going to be a mandate coming out that law enforcement radio channels will have to be encrypted due to KCJIS information being shared.
* **Sheriff Jeff Easter** Request Sheriff Office notification list.
1. **Adjournment**