**Emergency Communications Advisory Board**

**June 8, 2023**

**Members present:** Sheriff Jeff Easter, Chief Jeff Whitfield, Chief Kevin Lanterman, CIO Mike Elpers, Chief Tammy Snow, Deputy Chief Brandon Russell, Deputy Chief Ray Hensley, Deputy Director Jon Marr, Deputy Chief Dave Hersh

**Also, present:** Director Elora Forshee, Deputy Director Alayna Moreno, Assistant County Manager Rusty Leeds, Tom Koob (Radio Shop), Captain Carl Lemons (WPD)

The meeting was called to order with a quorum present.

1. **Director’s Report – Director Forshee**
   * **CAD –** Director Forshee reported that 911 had gone live with the new CAD system on April 18th, as scheduled. It was discussed that the cut over had gone relatively smoothly. One major exception was an issue with fire station alerting that was discovered during cutover. Tyler had erroneously reported that the fire station alerting had been tested prior to go-live, only to discover when it didn’t work that they had not successfully tested it. Vendors were engaged and the situation was resolved but it took approximately a week to do so. During that time the stations were able to be alerted manually but it was not automatic through CAD. Beyond that there were a few issues with calls that didn’t get dispatched due to mislabeling them, that was worked out on the first night. Other issues had been resolved quickly but the work for CAD is ongoing as we learn more when operating on the system.
   * **Renovation Update** – Director Forshee discussed that the renovation work at dispatch was wrapping up with an expectation that operations would relocate mid-August. CIO Mike Elpers did state that he would be discussing this with IT staff, as they are also going to be tied up on the Odyssey go-live scheduled for 8/7 and wanting to ensure that there was not a shortage of available staff to support the efforts.
   * **2024 Budget –** Director Forshee discussed that the 2024 budget presentation had been provided to Commissioners. Items presented included fully redundant radio consoles for the backup site, a Technology Coordinator position, a Radio Consultant, funding to replace the Fire Station Alerting system, and funding for Motorola’s Critical Connect software.
   * **Staffing and Training Update –** Director Forshee discussed that staffing was at 80%, with 24 open positions. There was an academy class for call takers, Fire and EMS dispatchers, and Law Enforcement dispatchers scheduled for the month of July.
2. **Off Agenda Items**

* There was discussion about the Local Safety and Security Equipment (LSSE) grant. The grant application was being worked on to be submitted by the June 30th deadline. The discussion at the previous Advisory Board meeting was that the LSSE grant may be used to request funding for Fire Station Alerting but it was decided to use the funds for the radio encryption requirements as the deadline to come into compliance was coming within the next year. In the discussion, needs for radios in the EOC and for the fire investigators were discussed to be added into the grant submission.

1. **Adjournment**