**Emergency Communications Advisory Board**

**October 13, 2022**

**Members present:** Sheriff Jeff Easter, Chief Jeff Whitefield, Chief Lowell Ester, Chief Tammy Snow, Deputy Chief Carl Cox, Lt. Matt Lang

**Also present:** Deputy Director Jonathan Marr, Emergency Management, Deputy Chief Brian Nicholas, EMS, Director Elora Forshee, Deputy Director Alayna Moreno, Major Luke Blankenship, ACM Rusty Leeds, Tom Koob, Radio Shop.

The meeting was called to order by Sheriff Jeff Easter without a quorum present.

1. **Approval of Minutes**
	* No meeting minutes were approved, as there was not a quorum present.
2. **Director’s Report – Director Forshee**
	* **CAD Update** – Director Forshee reported that Sedgwick County is still working toward a go-live date in April of 2023. She reported that functional testing will be done in the coming months, coordinated with public safety agencies, and we will begin training end-users after the first of the year.
	* **Policy Review – Cell Phone Pings –** Director Forshee presented a draft policy that will be going to the Sedgwick County Law Enforcement Chiefs’ group before coming back to the 911 Advisory Board for final approval in December. The policy outlines when a phone ping is and is not allowed in order to remain in compliance with constitutional rights with regard to the Fourth Amendment. Director Forshee reported that this would be the working policy until officially adopted.
	* **Policy Review – Embedded Mental Health in Dispatch** – Director Forshee presented a draft policy relating to COMCARE embedding a mental-health provider in dispatch to help field calls to 9-1-1 that may not need a field response. The policy was provided to review before final vote in December.
	* **Mass Notification System**- Director Forshee reported that Emergency Communications is working with Emergency Management to activate a mass notification system that may be used to alert citizens of lockdowns, dangerous persons, etc., in their area. The goal is to have Emergency Communications staff trained before the end of the year.
	* **Renovation of Dispatch** – Director Forshee reported that Emergency Communications is still on track to renovate the dispatch center starting in Q1 of 2023. This will expand the seating from 26 consoles to approximately 45 consoles, setting the foundation to separate out dispatching and call taking responsibilities. There will be a point during the renovation where staff will be operating out of the backup site to allow for this work to be completed.
3. **Staffing and Training update – Major Luke Blankenship**
	* Major Blankenship reported that there are currently 27 open positions.
	* Several training classes to come, such new hire classes, call taker to dispatcher
	* Recruitment efforts include targeting high school students, putting out fliers, and hitting all job fairs that we are able to.
4. **Off Agenda Items**
* No topics.
1. **Adjournment**
	* There was no vote to adjourn, as there was not a quorum present.