**Minutes**

**Sedgwick County**

**Emergency Communications Advisory Board**

**December 15, 2011**

**MEMBERS PRESENT:**

Sheriff Robert Hinshaw, Chief Gary Curmode, Randy Duncan, Chief Norman Williams, Chief Jeff Whitfield (Haysville PD), Chief Robert Lee (Derby PD), Chief Brad Smith (Derby Fire), Richard Vogt

**ALSO PRESENT:**

Randy Bargdill, Craig Leu, Dennis Mauk, Kim Pennington, Elora Randleas, Maxine Powell (911)

1. **CALL TO ORDER**

Sheriff Hinshaw called the meeting to order at 2.00 pm

1. **APPROVAL OF MINUTES:**

Chief Gary Curmode moved to accept the minutes of October 13, 201 meeting Chief Norman Williams seconded. Motion carried unanimously.

**3. DIRECTOR’S REPORT**

Randy Bargdill, Director of Emergency Communications advised the Board of several items.

* As of December 12, 2011 – 911 is now dispatching for Derby PD and Haysville PD on the Law Channel on a 24/7 basis.
* 911 is working extensively with the Radio Shop to develop a calendar to program the radios of the other small cities. This is anticipated to be completed by the end of January.
* The sheriff’s office will operate the sheriff channel and the small towns will be on LAW and will continue to simulcast “hot calls” or priority calls on both sheriff and Law channels.
* 911 is dispatching for Derby’s animal control on the “B” channel and are prepared to discuss or negotiate any other animal control dispatching efforts.
* There are some minor technical issues with the Fire Department and an electrician is working on fixing the ZETRON system which sets off the lights in the building.
* 911 has been dispatching Derby Fire for six months now.
* KDOT had a meeting today - Randy provided the board with copies of handouts. Currently, KDOT is funding two Dispatcher II positions for 911.
* On December 7, 2011– Randy presented a resolution to the BOCC to establish a 911 tax fund center - the resolution passed.
* Jennifer Magana of Legal is still working on the bylaws for the resolution/ordinance change for the Advisory Board. Chief Norman Williams found a pertinent change to the cause. Randy Bargdill will be working with Chief Norman Williams to get this item on the City’s agenda.
* Discussions were held publishing the Emergency Communications Advisory Board Meetings on E Line. General consensus is because it is not a legal requirement for the meetings to be published, the Board agreed to keep the meetings as “IS”. Chief Gary Curmode made a motion to keep the meetings as “IS” Richard Vogt seconded: 5 in favor, 4 opposed motion carried.
* 911 received a work order request from Chief Gary Curmode to do some extensive modification to the CAD system with respect to the agency data numbering that is currently in effect. It was stated that City Fire and County Fire share the same agencies, therefore Chief Curmode requested splitting the agencies. Thus, Wichita Fire (FD) would remain the same and Sedgwick County Fire would have the agency identifier of “SF”.   
  Randy Bargdill relayed a question from Bob Lamkey inquiring if there is any way of using CJCC system metaphysics semantics to give SCFD what they needed without having to split the agencies. Randy Bargdill informed the Board that there is no common number that puts all three together and we do not have a QA number with command point and that is the problem. Sheriff Hinshaw further inquired who is asking for the combined data and Randy explained this data is for EMSS purposes. Dr Braithwaite, the Medical Director wanted to be able to examine performance based from the time calls are answered until the patient is delivered to the hospital.
* Randy mentioned 911 will not pay for enhancements to the CAD system for data issues. If other agencies want data enhancements or to modify their interfaces, the responsibility will lie with that agency. Sheriff Hinshaw advised we have an obligation for us to try and address this as a group. Richard Vogt advised he will look into developing a and report back at the next meeting. Chief Gary Curmode made a motion to separate the agency data numbering as soon as it can be physically done. Dennis Mauk seconded the motion. Chief Norman Williams opposed Motion carried by accumulations.

**4. Radio System Updates**

Kim Pennington updated the Board:

* 911 are doing a data test this month – 1st January
* The last part in January and the first week in February- will take one week. 911 will do a second drive test and then they will do second touch on all the radios. 911 will have a big group meeting down in the BOCC meeting before the second touched to talk what is all going to involve and what sort of timeframe we going to have and we are going to set up satellite systems out within the county. 911 have moved the dates up we were not going to be done with rebanding until the end of next year FCC – completely done with rebanding by May/June 2012. This has been a one to five year project.
* The new radio system is suppose to go to preliminary design review on Friday December 16, 2011
* Kim discovered a problem that the previous Project Manager had forgot to mention. 911 has delayed the preliminary design review requesting them to go back and add in data radio. Cassidian came back with a price on December 13, 2011. The prices they quoted are as follows:
* $15,000 for licensing for three frequencies that we would have to move. Kim decided that we can do the licensing in house
* The cost of antennas – they are charging us $4,000 and the cost should be $2,000. There are some money discrepancies and we are going to meet again on Friday December 16, 2011 at 9 am.
* Kim states that we have saved us $300,000 in the project itself so this will be a change order but it will not be a money change order. The price they threw at us originally was 231,000 so we would carry over the remainder credit through this project as we go on.
* The project to be completed before September 2013.

Richard Vogt asked how many operational radios right now are analogue mobile. Kim estimate at around 1,000 because rebanded should have picked up most of the radios. If the radio did not get rebanded should have been replaced by dual band or analogue or flashed up to digital.

**5. Off Agenda Items**

Kim Pennington informed the Board that she attended a Chief Meeting’s today to address the Law Channel and their respective “Common channels”.

Randy Bargdill informed the Board that we have been using the non-emergency button now for one month and is working out pretty well

Chief Norman Williams inquired about the radio shop operations about improving overall operations standpoint customer service and efficiency. Randy briefly explained that we are in Radio shop’s corner. Throughout this entire process of the digital radio project they have provided valuable answers to technical questions and problems. The Radio Shop has done a lot of 911 infrastructure work and perhaps in the future 911 will consider having Radio Shop return to Emergency Communications.

Chief Norman Williams brought up that in a previous meeting Randy had talked about using cell phone texting for emergency notifications or SWAT callouts. Randy explained, with respect to using cell phone notification and texting we had run into reliability problems. Randy suggested not to completely rely upon cell phone notifications until they develop some form of public safety infrastructure

Randy Duncan clarified there is a cellular priority access (CPAS) which is a tariff feature through the cellular provider, and you pay an extra charge you can get access if you are first responder. The concept behind the system was to give cell phone priority access where it is available. This was implemented during the earthquake at the east coast and the system did not function as anticipated. At the federal level this being looked at because the infrastructure did not respond in the way it was expected in the earthquake.

Randy Bargdill further clarified that is available out there but it is a risk. The old digital paging system is more accurate than cell phone notifications.

Randy Bargdill thanked the Board Members for their commitment and dedication shown towards the 911 Advisory Board meetings. There has been a quorum every meeting held.

Meeting adjourned at 2.57 pm.

The audio recording of this meeting in its entirety is being retained and available for review upon request.