**Emergency Communications Advisory Board**

**August 8, 2024**

**Members present:** Sheriff Jeff Easter,CIO Mike Elpers, Firefighter Brian Finan, Chief Keven Lanterman, Asst. City Manager Donte Martin, Karensa Schiffel FOR Chief Brandon Russell, Chief Tammy Snow, Chief John Turner, Chief Jeff Whitfield, Chief Doug Williams, and Captain Blake Mumma.

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

1. **Call to Order – Chief John Turner called the Meeting to order with a quorum present.**
2. **Advisory Board Minutes from June 13, 2024 Meeting – No corrections or additions to the last meeting’s minutes, minutes were adopted as written.**
3. **Director’s Report – Director Forshee**
	1. **2025 Budget Update –** Director Forsheediscussed the 2025 Budget process, a handout was provided at the meeting detailing the Manager’s Recommended Budget. The final budget will be approved by the Commission on August 21st, 2024. The decision packages include the following -

Fire Station Alerting – Wichita Fire Department is going to be procuring their own Fire Station Alerting (FSA). This decision package will include replacing FSA for Sedgwick County and Derby fire stations. The goal is to work with the same vendor that the City of Wichita selects.

Six FTE Dispatcher III positions to start phasing in discipline-specific dispatching. The request was for 12 positions, they are starting with six and, if those are staffed and retained, the request can be made for additional positions mid-year.

 An increase in contractuals for Fire Dispatch Protocols.

 Four Employee Development Team (EDT) Positions – There are currently four people on this team but only two of the positions are budgeted specifically for this role, the other two positions are out of Operations. This will allow those two positions to move back to Operations, fully fund the four staff members in this role and add an additional two staff members.

* 1. **Emergency Communications Community Advisory Board Update –** Director Forshee discussed the Board had their first meeting on Tuesday, June 25, 2024. There are currently two open seats; making 11 of 13 seats on the board occupied. The SGCO Association of Cities was asked to recommend representatives for both the second and third class. The Cities of the second Class has been named, but no one has been filled for the Cities of third class. The other position is for a youth representative and we will be working with the school systems to try to fill that seat. Each of the members were offered to come and observe the 911 Communication Center and at this time only three have done so. Next meeting scheduled in August to go over and establish by-laws; as well as schedule upcoming meetings.
	2. **Data Sharing –** Director Forsheediscussing the current policy of sharing data between agencies and if the policy should be amended in any way to cover the current data sharing requests coming from the new system and different analytic opportunities. It was brought up for discussion, asking if it should be on the next agenda for a vote. A motion was made by Sheriff Easter to keep the policy as written and seconded by Chief Lanterman. It was unanimously approved.
	3. **Staffing and Training Update**
1. Call Taker Academy started 7-22-2024 with eight employees but one resigned along the way, leaving seven graduating.
2. There are eight open positions, four of which are in operations.
	1. **Employee Development Team** – Director Forshee discussed the update to the EDT (Employee Development Team – Previously Quality Improvement/QI). This team consists of four employees, all new to the team. They have been operational for seven weeks and during this time they have reviewed 757 calls, consisting of EMS/FIRE/LE/Radio Traffic. Also, the team has conducted 47 one-on-one training sessions with Communication Center employees. The team is currently working on a Departmental wide training that will role out in September that will be an all-day training for all staff.
3. **Fire Subcommittee Report**

Last two meetings have been cancelled by request of the participants.

* 1. Updates to current issues:
		1. Still in a holding pattern with Legal with the MOU; working through the VHF paging situation trying to get VHF paging for the Suburban Fire and SGCO Fire; a meeting was held with Motorola earlier this day to go over what infrastructures is needed to ensure we have enough coverage with the current towers.
	2. Civic Ready Group – To offer to those whenever there is a CAD outage, an alert will go out, but the type of alerts that can be sent are more broad than just for the use of CAD outage.
1. **Update on Brook Hollow Incident Review RFP – Asst. County Manager Leeds**
	1. Jensen Hughes group will return next week, August 12 – 14, to conduct incident specific interviews; and tentatively have a 1st draft report in September.
2. **Off Agenda Items -**
	1. Brian Finan – Crowd Strike – Civic Ready – Suburban Agencies were 100% “in the dark”, doesn’t seem like this works for the Suburban departments, stressed the need for a plan other than a phone call, to meet the needs of the community.
	2. Response from CIO Mike Elpers to Firefighter Brian Finan – Discussed about needing a better way to communicate especially after the Cyberattacks recently on City of Wichita and Ascension. Since those occurrences, SGCO has made a big point in stressing communication. Director Stimson mentioned Civic Ready. Which is notifying those set up in a program for alerts and/or notifications such as 911 CAD Outage. Civic Ready provides opportunity to notify via computer or phone app, covering incidents like Crowd Strike when computers are down.

**Motion to Adjourn @ 1442 –** Firefighter Brian Finan made motion and it was seconded by Sheriff Jeff Easter. All in favor of adjournment.