

**911 Communications Administrative Board  
Regular Meeting Minutes**

Tuesday, January 22, 2013

**I. Call to Order**

**President Mark Cash** called to order the regular meeting of the 911 Board at 4:15 P.M. on Tuesday, January 22, 2013 at Madison City Hall.

**II. Those in Attendance**

The following executive members were present: Mark Cash, and Damon Welch. Larry Wynn, Jennifer Shelton, and Dick Jones were absent.

Others present were John Hendrix, Steve Horton, Dave Bell, Robert Black, Mike Woolard, Dan Thurston, and Shannon Tilley.

**III. Approval of Minutes**

**The December 18 meeting minutes were not approved due to lack of a quorum.**

**IV. Open Business**

**A. Advisory Committee Reports**

Chairman Robert Black reported on the most recent meeting of the Technical System Committee. Black advised that the committee discussed the need to create a new telephone number for central dispatch and reviewed the quote from AFC Industries for a third dispatch desk. John Hendrix reported on the last Police Committee since Chairman Ron Kroger was absent and advised they had reviewed SOP's 8.06 through 8.08. The Fire & EMS Committee did not have a meeting to report.

**B. Interlocal Agreement Change**

The Technical System Committee presented a final draft of the Interlocal Agreement change that was proposed by Steve Horton. Mark Cash & Damon Welch requested that the draft be sent to Will Goering and Joe Jenner for a legal review.

**C. Central Dispatch Personnel Issues**

Mark Cash and Damon Welch advised they will give their recommendations on the personnel issues at the next Board meeting.

**D. Project Timeline Review**

John Hendrix presented the revised timeline for the consolidation project.

**V. New Business**

**A. SEI Communications Refund**

John Hendrix announced that due to the switch to INdigital for 911 telephone services he requested an audit of our 911 trunking account with SEI Communications. SEI Communications determined we should no longer be billed for the monthly 911 trunking fees, and that we were entitled to a refund of \$2,685.00, which has been received. The change will save approximately \$895.00 per month, every month.

**B. AFC Industries Quote**

A quote of \$5,770.15 from AFC Industries for the third dispatcher desk was reviewed. It is expected to be voted on at the next Board meeting.

**C. NENA Quarterly Meeting**

John Hendrix attended the National Emergency Number Association (NENA) quarterly meeting last week. John Hendrix advised the Indiana NENA annual conference was scheduled for April 22<sup>nd</sup> through 26<sup>th</sup>. Indiana NENA is working with the National Center for Missing and Exploited Children to provide NCMEC certification for PSAPs. Also, there is a new NENA Center Manager Certification Program (CMCP) to train supervisors.

**D. WTH Contract**

John Hendrix advised that he would be requesting additional appropriations of \$9,000.00 to cover the WTH maintenance contract. At the time that the budget was due, the conditions of the WTH settlement were not yet determined. Mark Cash advised that the savings from the SEI Communications 911 trunking fees could be applied to the cost of the WTH maintenance contract.

**VI. General Discussion**

Mark Cash asked how fire communications were since the switch to narrowbanding and Robert Black reported that the fire connectivity in the County is good with no major issues. Also, KDH will install a booster to relieve radio connectivity issues in the basement of the new hospital.

**VII. Adjournment**

**Mark Cash adjourned the meeting at 4:37 PM.**

**The next meeting will be Tuesday, February 26, 2013.**