

**911 Communications Administrative Board
Regular Meeting Minutes**

Monday, September 24, 2012

I. Call to Order

President Mark Cash called to order the regular meeting of the **911 Board** at **4:15 P.M.** on Monday, September 24, 2012, at Madison City Hall.

II. Those in Attendance

The following executive members were present: Mark Cash, Jennifer Shelton, and Dick Jones. Damon Welch and Larry Wynn were not present.

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

III. Approval of Minutes

The August 21, 2012 meeting minutes were approved with no changes.

IV. Open Business

A. Advisory Committee Appointments

John Hendrix presented the proposed advisory committee appointments detailed in the Interlocal Agreement. Initial meeting dates need to be set to restart the committees. Committee chairmen then need to be selected and the central dispatch SOPs need to be finished. The Technical Advisory Committee needs to review the selected radio system and investigate repeaters. John Hendrix will email committee members soon to set up initial meetings.

B. County Narrowbanding Schedule

The County and City will switch VHF repeaters to narrowbanding on October 17th. This may adversely affect signals in such areas as Milton Township, Canaan, and Deputy. Dave Bell is currently looking for grants to purchase additional repeaters.

V. New Issues

A. Statewide Fund Receipts

John Hendrix advised that the first payment from the new statewide distribution was received on 9-12-2012. The first monthly payment was for \$26,083.00 which is the correct monthly amount. The annual minimum guarantee for Jefferson County was forecast to be \$312,993.00. Mark Cash asked what the previous year's 911 income was and John Hendrix stated it was \$276,664.00 for 2011.

B. Eligible Expense Guide for 911 Distributions

John Hendrix reviewed the eligible expenses guidelines document that the Statewide 911 Board released to clarify how 911 funds can be spent as set forth in IC 36-8-16.7-38. Repairs to existing structures or PSAPs are now eligible; however, renovations are still ineligible according to the statute.

- a. At the Jefferson County Council's request, John Hendrix has requested an official determination from the Statewide 911 Board regarding the eligibility of using 911 funds to reimburse the Cumulative Jail Fund for a \$17,989.00 payment spent on electrical renovations required to move the dispatch center to the second floor to accommodate the planned renovation of the third floor for additional prisoner housing. The invoice has already been paid out of the Cumulative Jail Fund, but the Council would like to reimburse the Cumulative Jail Fund using the Statewide 911 Fund. John Hendrix advised that this was never considered before or during the project and that the electrical work had always been planned to be paid for by the sheriff from the Cumulative Jail Fund. Mark Cash stated he would investigate why the County Council wants to use 911 funds to reimburse the Cumulative Jail Fund.

C. CPU and Software Purchases Request

John Hendrix requested approval to spend \$3,605.00 to purchase Page Gate software for the CAD system. Page Gate will allow the dispatcher to send text messages directly to firemen, police, and other first responders straight from the CAD system. John Hendrix advised the software is currently in use by several counties in the area and would supplement radio dispatch, not replace it. John Hendrix also requested approval to purchase two computer systems for 911 uses. The CPU purchases are needed to replace aging equipment that will soon be incompatible with EmergiTech's software. Mark Cash expressed concern about spending 911 funds now that might be needed for Central Dispatch. **The Board tabled the purchases of the Page Gate software and the new CPUs.**

VI. Adjournment

Mark Cash adjourned the meeting at 5:00 PM.