

911 Communications Administrative Board
Regular Meeting Minutes

Tuesday, May 26, 2020 @ 5:00 pm
Via Zoom

Call to Order

The meeting was called to order by President Commissioner Bramer at 5:03 pm

I. Those in Attendance:

Commissioner Bramer, Judy Smith, Director Lawrence, Katie Rampy and Mayor Courtney, Jennifer Scott. Treva Shelton was absent

II. Approval of Minutes

Commissioner Bramer asked if everyone had the chance to read the minutes of 1/28/2020, Judy Smith made a motion to accept the previous minutes as written and Commissioner Bramer Seconded. Minutes were approved as written, also approved at this time were the future dates and location of the 911 Board meetings. All future meetings will be held at the Jefferson County Public Safety Center located at 620 Green Rd.

III. Old Business

1. Committee Reports:

Chief Robert Black gave the Fire and EMS report. He stated that he met with Director Lawrence and that there were still some Fire SOP's that need tweaking and once those are finished then he would like to have a power point fire training for the dispatchers, so that they could ask questions about why the SOP's are written a certain way. He is planning another Fire SOP meeting within the next couple of months to address the tweaks.

2. Director Updates: Director Lawrence stated that Andy Lytle now had the Cloning done on all the computers that Director Lawrence had purchased. The Cloning will allow the dispatchers to use the same programs that they are using now, once they move to the new facility.

Director Lawrence stated that IDAC/NCIC has given the go ahead for the move, all they are waiting on is for Director Lawrence to give them the date and they would be here to flip the switch.

Metronet has completed the work on the backup phones. Director Lawrence said that there were still a few minor things that need to be completed but that once they moved it would be completed.

Director Lawrence stated that the dispatcher that she hired in December quit but that she has hired another one that has worked for Central before and that now they are fully staffed.

Director Lawrence stated that the CAD Updates were on schedule and that possible go live training will be in July.

V **New Business:** Director Lawrence stated that there was a glitch with our current mapping and the new CAD. So that the conversion will work properly once the Go Live happens there needs to be another layer to our current mapping system. This layer will cost about \$40,000 and require a couple of months of work for the mapping vendor but should not prolong the Go Live date. Judy Smith asked if the \$40,000 could be paid by State 911 monies and Director Lawrence stated that it could. Commissioner Bramer stated that they would need to get with the CAD vendor and mapping vendor to find out for sure if by not having this layer, the new CAD system will function properly. Director Lawrence said that she didn't want to quit using the mapping vendor because all other offices in the County were using it and it is also what is used for the addressing.

Director Lawrence informed the board that the County Council approved the transfer of monies for the tower grounding. The tower lighting still needs to be fixed and the company that is doing the grounding will also be replacing the lighting. Director Lawrence stated that this would probably cost \$10,200 and that her budget could come up with \$7000 and was told by the County Council that the rest would come out of the County General (Rainy Day Fund).

Director Lawrence had attended a meeting at City Hall regarding the Severe Weather Sirens and the SOP that is used to sound off the sirens. "However they want us (the dispatchers) to do it, we will do it that way." Updated SOP's for the Severe Weather Siren are being drafted.

Director Lawrence said that a possible move date had not be set yet but that she was hoping the move would take place in a couple of weeks.

VI **General Discussion-** With nothing further from Director Lawrence, Commissioner Bramer asked if there were any comments or discussion from those that were in attendance?

VII **Audience Questions/Comments:** With nothing further discussed Commissioner Bramer asked for a motion to adjourn. Katie Rampy made the motion and Judy Smith Seconded.

VIII **Adjournment**

Meeting was adjourned at 5:35p.m The next scheduled meeting will take place on July 28th, 2020 @ 5:00 at the Jefferson County Public Safety Center.