

GRAND TRAVERSE COUNTY 911 BOARD OF DIRECTORS

Meeting Minutes: March 16, 2017

Commission Chambers Governmental Center

PRESENT:

Carol Crawford  
Capt. Chris Clark  
Chief Jeff Obrien  
John Schneider  
Chief Pat Parker  
Chief Theo Weber  
Chief Jim Tuller  
Daryl Case  
Gregg Bird  
Jason Torrey

AGENCY:

G.T. County Board of Commissioners  
G.T. Sheriff Office  
Traverse City Police  
Michigan State Police  
G.T. Metro Fire Department  
G.T. Rural Fire Department  
Traverse City Fire Department  
North Flight EMS  
G.T. Emergency Management  
GT 911/Central Dispatch

ABSENT:

OTHERS IN ATTENDANCE:

Andy Down	Long Lake Fire and Rescue
Leah Hornacek	GT 911/Central Dispatch
David Cutway	Green Lake Emergency Services
Jim Carroll	Blair Twp Fire Department
Lt. Michael Castro	Michigan State Police EMHSD

**Call to order**

Gregg Bird called meeting to order at 1006hrs. A quorum was present.

**Approval of Agenda**

Gregg Bird introduced and approved the agenda as submitted with no objections.

**Approval of Minutes**

Gregg Bird introduced and approved the minutes from last meeting with no objections.

**Roundtable Introductions**

## **Directors Report:**

Director Jason Torrey provided the following report:

- Staffing update – Levi VanTine has submitted his resignation effective Friday, March 24<sup>th</sup>. Central Dispatch is currently down 3 positions. Scott is still in training and will be up and running in the future. 2 people have been hired, Danielle and Telesha, and will be starting training in the near future.
- 911 Goes to Washington – Director Torrey travelled to Washington DC where he met with a number of Congressmen and Senators. While there, a senate bill for the NextGen 911 act was introduced. Baseline training for NextGen 911 is on the senate bill. While at Washington interoperability between military PSAPs and local jurisdictions was discussed. Director Torrey has also reached out to Congressman Bergman extending an invitation to visit our Dispatch Center when he is in the area.
- Text to 911 issues are being worked on, updates will be given when available.
- Hoarding taskforce spreadsheet identifying addresses has been provided to Central Dispatch, these addresses have been flagged in CAD with the advisement of “heavy content”. Alerts will be given over the radio to Fire, EMS, and Police when calls for service are requested at these addresses.

## **SUBCOMMITTEE REPORTS:**

### **Technical Subcommittee**

Jason Torrey provided the subcommittee report.

- Recap – regional template has been submitted to the region for review.
- 2016 aerials are available, MDT’s will need to be locally downloaded for each machine. Fire/EMS will need to contact Director Torrey to have this done on their machines.
- Director Torrey is continuing to work on getting data parsed to get narratives to fire and ems personnel without the inclusion of sensitive LEIN information.
- Bugai site maintenance – MPSCS has been to the site and inspected it, they have done some fine tuning but found nothing out of the ordinary. The seven channels seem to be working as they should. If the threshold for capacity is reached then they will make adjustments. The threshold for capacity is currently 2%.
- Pager base charger update – There should be an update the first week of April, Director Torrey will advise when he gets the update.
- Animal Control now has GPS. Director Torrey extended offer to explore this option if they feel it would be beneficial. This would be an alternative to a fully functioning MDT. The cost would be \$300 per device per year and is through Fleeteyes.
- Reminder – In reference to Imagetrend, Director Torrey would like to be included on talks of interconnectivity. New World may be able to make this work AT A COST. New World does have a script for Imagetrend on the Enterprise platform but not on the AegisMSP platform which we currently utilize.
- Chief Tuller has requested changes be made to their radios. Director Torrey asks that departments make a “wish list” of changes they would like to see in their radios and he can check with Motorola on the possibilities. Discussion.

- Director Torrey recently sent out a press release reference an AT&T 911 outage issue, he assures that this was an AT&T issue and not a 911 issue. It turned out to be a national issue.

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### **Law Enforcement Subcommittee**

No update.

### **Fire and EMS Subcommittee**

No update.

### **Old Business:**

No old business.

### **New Business:**

Gregg Bird provided the following:

Boardman Dam-

Tentative dates for the Boardman Dam project were discussed.

The Dam Plan will be updated by Bird. More information will be disseminated as Bird gets it.

Dam discussion.

Director Torrey provided the following:

Policy review and approval, 5 policies presented for review.

- Crisis hotline policy - This is a new policy allowing for dispatch personnel to give out Third Level telephone number instead of sending Law Enforcement if criteria is met.
- Lockdown policy – Verbiage was updated to match descriptions. “Secure Mode” and “Lockdown” will now be used. This policy also outlines our procedure at Central Dispatch. Discussion
- Emergency Management notification policy – MSP suggestion of automatic notification to Emergency Management so that they can monitor the situation from the start. This would assist Emergency Management prepare in case resources are needed. Discussion
- Wrecker policy – Updated language in reference to abandoned vehicle codes and wrecker services cleaning up accident debris from the roadway when they are sent.
- Communications Center policy – This policy reflects an update to our 911 outage procedures, radio and telephone outages or compromise. This also updates evacuation and backup procedures. Refreshed operational procedures reference cellular phones and electronic devices on the dispatch floor.

Director Torrey submitted these policies for approval. Motion made by Chief Weber and seconded by Daryl Case. Approved with no opposition.

Chief Parker advised there is 800 MHz training today at 4pm at Station 12. Animal Control will be attending along with a number of Traverse City Police reserve officers.

### **Round Table:**

Chief Weber acknowledged Miller for outstanding work performance and efficiency in completing tasks requested from his department.

Chief Weber requesting tightening of policy regarding agencies modifying other agency's response. Director Torrey will work on this issue with Chief Weber. Discussion

Next meeting will be held on May 18, 2017.

**Meeting adjourned at 11:22 AM.**