

GRAND TRAVERSE COUNTY 911 BOARD OF DIRECTORS

Meeting Minutes: July 19, 2018

Commission Chambers Governmental Center

PRESENT:

Chris Clark  
Carol Crawford  
Gregg Bird  
Jason Torrey  
Chief Jim Tuller  
Andy Down  
Chief Pat Parker

AGENCY:

G.T. County Sheriff's Department  
G.T County Board of Commissioners  
G.T. County Emergency Management  
GT 911/Central Dispatch  
Traverse City Fire Department  
Grand Traverse Township Fire Services  
G.T. Metro Fire Department

ABSENT:

Chief Jeff O'Brien  
Sgt. John Schneider  
Daryl Case

Traverse City Police Department  
Michigan State Police  
North Flight EMS

OTHERS IN ATTENDANCE:

Leah Hornacek  
Bill Parker  
Joseph Miller  
David Cutway  
Brandon Flynn  
Scott Tinker  
Steve Drzewiecki  
Steve Apostal  
Steve Meek

GT 911/Central Dispatch  
Blair Township Emergency Services  
Central Dispatch  
Green Lake Emergency Services  
Whitewater Twp. Fire Department  
Fife Lake/Springfield Fire Department  
Traverse City Police Department  
G.T. Metro Fire Department  
G.T. Metro Fire Department

**Call to order**

Bird called meeting to order at 10:04am. A quorum was present.

**Approval of Agenda**

Motion by Bird to approve the agenda as submitted. Motion Passed.

## **Approval of Minutes**

Motion by Bird to approve the minutes as submitted. Motion Passed.

## **Directors Report:**

Director Jason Torrey provided the following report:

- Cherry Fest has been a big part of the past month since last meeting. Dispatch did a good job with keeping up with the workload.
- Central Dispatch supplied a dispatcher to the command center to assist and make dispatch decisions. Final Cherry Fest data is still being compiled.
- Torrey has reservations in terms of having dispatchers work out of the command center in the future. He feels it would behoove the operation to move have dispatch work Cherry Fest ops from the dispatch center. This item will be brought to the table for discussion at the follow up meeting.
- Hornacek reported that Cherry Fest calls were up 700 calls from last year and the busiest day of the festival was Saturday, June 30<sup>th</sup>.
- Dispatch doubled its on duty dispatcher numbers during Cherry Fest and had up to 7 dispatchers working at a time.
- Still working on CAD Enterprise upgrade. There is a CAD build scheduled for the week of August 13<sup>th</sup>.
- Torrey and Hornacek attended the Region 7 meeting this week. Torrey advised that MSP is working on a CAD to CAD connection in the Upper Peninsula. If this comes to fruition, it could be a big help to us locally. Torrey will look into this further and report his findings.
- In our current radios there is a feature set that can be utilized by its users to obtain current latitude and longitude. User can then relay that to our dispatch center, dispatch center can then plot location on our map.
- Internet outages – when this occurs it takes down several of our applications. We have been testing a wireless solution through Digital Highway. Ming with our IT department has been proactive with this testing. Torrey will be meeting with Ming today to work on a plan to present to administration regarding back up internet connectivity.

## **SUBCOMMITTEE REPORTS:**

### **Technical Subcommittee**

- Radio Use Agreement – Submitted was the updated Radio Use Agreement. This agreement reflects insurance costs. If approved, the agreement would be amended to be signed by each department head.
- Quarterly radio user training – Torrey recommends quarterly user training. This would be scheduled training and require mandatory attendance for all new users. Language for this training was incorporated into the Radio Use Agreement.

- Motion by Parker to adopt the 800 MHz Radio Use Agreement as submitted. Motion was supported by Clark. Motion passed.
- Bird mentioned Munson personnel using radio during Cherry Fest without training. Discussion.
- Further Discussion on radio use by the schools.
- School Safety Initiative was passed recently. This would include RAVE emergency button. This would allow school personnel to activate a RAVE emergency button from Ipad or tablet. This would send an alert to the administrator of the system and also make a 911 call.
- Torrey advised the board of recent issue with jail personnel using their radio for a situation in the court. The jail currently uses a frequency that is not monitored by dispatch or road patrol. The judge activated his panic button in this case and it took 4 minutes from that time for dispatch to be notified of the emergency. Torrey has met with jail to figure out a solution. Meek has since activated all of the orange panic buttons on the jail radios (they were disabled). The orange button can now be utilized to alert all other jail personnel with a radio that there is a problem.

### **Law Enforcement Subcommittee**

This is Drzewiecki's last meeting. His final day with TCPD is tomorrow.

### **Fire and EMS Subcommittee**

- P. Parker – The 4 month trail of utilizing a single frequency for Fire/EMS is coming to an end. There is a Chief Meeting next Thursday, this will be discussed.
- Torrey has attended meeting with North Flight about their use of the radios. Starting next Monday, July 23<sup>rd</sup>, they will start using NFEMS2 frequency for all their communications amongst themselves. They will only use the main talk group to advise dispatch of their status. Dispatch will be dispatching calls for service over our main frequency and EMS 2.

### **Old Business:**

Equipment List Addendums – Torrey sent out the lists last week and has received feedback from a few departments for changes. If there are any changes, get them to Miller asap so the corrections can be made.

### **New Business:**

Mass Casualty Box – This idea was introduced a few months ago but was tabled with other projects taking precedence. P. Parker led discussion on the best solution to achieve this whether it be a tiered system dictated by the number of victims or build an MCI box similar to the current box alarms.

Torrey advised he would like to see it mirror the current system in place for NMMA Task Force. This would all be preplanned ahead of time. Code Red would be used for the activation.

Responses would come back into dispatch and dispatch would relay the information to Incident Command.

Tuller advised he would like to see an MCI box built like our current fire boxes. This would pull from our local resources first, and when a certain level is reached it would trigger the Code Red activation from other counties.

Further Discussion. This will be added to the agenda for the Fire Chief Meeting next week.

**Round Table:**

Tuller advised the board that his department received a letter from Verizon stating that soon the government discount rate on their mobile air cards will no longer be in effect. This is being looked into.

**Meeting adjourned at 10:49 AM.**