



## **MEETING MINUTES for**

### **Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE February 10, 2020– Regular Meeting**

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#### **ITEM 1 – CALL TO ORDER**

The Regular Meeting of the Technical Advisory Committee was called to order by Chief Bryan Ergang at 2:00 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on February 10, 2020.

#### **ITEM 2 – ROLL CALL**

Members Present: Scott Boling (KDPS), Bryan Ergang (KTPD), Ryan Schoonveld (MSP), John Blue (PDPS), Jeff Christensen (KCSO), Scott Merlo (WMUPD), Craig Dieringer (KCMCA), Chip Everett (KCFCA)

Others Present: Ryan McGregor, Chris Franks, Jim Sandlin, Jim VanDyken, Jeff Heppler, Jeff Troyer, Jon Moored, Marty Ftacek, Chris McComb

#### **ITEM 3 – APPROVAL OF MEETING MINUTES**

“Motion by Mr. McGregor, second by Mr. Boling to approve the minutes of the January 8, 2020 Technical Advisory Committee meeting as presented.”

On a voice vote, **MOTION CARRIED.**

#### **ITEM 4 – CITIZEN’S TIME**

There was none.

#### **ITEM 5 – FOR CONSIDERATION**

- A. Administration’s Monthly Report from Jeff Troyer

Mr. Troyer reviewed the Administrative Report distributed in the meeting packet.

- B. Old Business

1. Non-Emergency Incident Dispatch Procedures – How are the changes working?

No major issues noted.

2. UPDATE – MPSCS Encryption

Mr. Troyer stated there is a moratorium on encryption at this point. They are trying to determine what the plan is for use, what is out there, how to account for it and where to move from here. No new updates.

Rich Melbow from MPSCS stated the Best Practices document should be reviewed to see how it aligns with the recommendations. Everyone has until February 19 to submit concerns.

### 3. UPDATE – Secretary of State Gender Changes (LEIN Queries)

Mr. Troyer stated that Core Technologies is working with Midland County to deploy the new Secretary of State gender, which allows an individual to select unknown. They have been unsuccessful so far and are still working on it.

### 4. UPDATE – CAD EMS Agency Buildout

Mr. Troyer stated there is an update on the CAD EMS Agency buildout in the Administrative Report. We received some concerning information from Tyler Technologies that transmissions regarding the CAD to CAD Interface with Life EMS will significantly clog up the narrative. We must have assurance from Tyler that all the EMS information will not go into the narrative before we give the go ahead. Until KCCDA receives confirmation of this, the project will not move forward.

#### C. New Business

##### 1. SOP 08.03 – School Notifications

Mr. Troyer stated the SOP was discussed and approved at the Law Comm Ops workgroup. Mr. Blue has brought forth a concern.

Mr. Blue stated he read the SOP as if the KCCDA Supervisor feels it is appropriate, they can make the determination to call the school. He believes the Dispatch Supervisor should be reaching out to command first.

Mr. Troyer relayed that Ms. Rose stated the policy as written allows the dispatcher to prompt the question to command, not to make the call. He asked that the Committee allow Administration to clarify the language and send out.

“Motion by Mr. Boling, second by Mr. Schoonveld to approve SOP 08.03 – School Notifications with a clarification of language to reflect intent.”

On a voice vote, **MOTION CARRIED.**

##### 2. Revised SOP 05.06 – Status Checks

Mr. Troyer stated if someone in law enforcement is inactive for over two hours, there will be a status check. This policy also outlines what to do if there is no response. He noted that MSP can notify dispatch if they leave the county and there will not be a status check.

“Motion by Mr. Blue, second by Mr. Christensen to approve the revised SOP 05.06 – Status Checks as presented.”

On a voice vote, **MOTION CARRIED.**

##### 3. KCCDA, Motorola & MPSCS Presentation – Coverage Studies and Moving Forward

Mr. Troyer stated he sent out request for quote from Motorola to see what the build out would be to get Portage on the 800 system. We are limited with the 700 and 800 spectrum but we do have a few options; one of which is simulcast. If it is possible to reuse site equipment from an existing tower but first and foremost KDPS's concerns over moving the Station 6 site must be addressed. Administration has been working with Motorola and MPSCS on looking for the best places to erect a new tower if one is

built. Motorola will walk through several computer-generated coverage studies, strategize about our options, what the impact would be for users and what the long-term big picture might look like.

Bill Irwin and Marcus from Motorola presented a review of the current coverage map. It was noted there may be better places than Portage Station 2 if we are going to improve overall coverage. Several different coverage study/maps were presented, and discussion ensued.

Rich Melbow of MPSCS stated there's overlapping coverage in the downtown area and eventually simulcast will be needed.

Mr. Troyer stated this is good information to start with. As you can see, we have some major gaps in coverage county-wide. When we start talking about building out, if we're being told that spectrum is limited and we only have so many towers we can put up, we are never going to improve the coverage on the outer fringes of our county. They have been problems for a long time and we need to think about the bigger picture. Portage Station 2 was put out there because it's a new site but after review that may not be the best location. Motorola suggested going further north near the I94 and US131 corridor. Motorola will continue to evaluate options.

Mr. Melbow commented on agencies not necessarily wanting to simulcast the system for fear they will lose their local talk groups when they leave the County. Melbow advised that new talk groups are being created on the system as local talk groups and adjacent towers; not statewide resources. Melbow also walked thru a number of options for conducting functional testing without Station 6's Tower in the mix. The various options were discussed.

Mr. Troyer stated he will distribute the coverage maps when receives them electronically from Motorola. He would like to move forward with some testing to see what the impact is in the downtown area if we remove the Station 6 site. They will take two talk groups that are not primary and remove them from the site (5106) and do testing for coverage. This will narrow down the areas that 5106 is the only tower providing coverage.

Mr. Boling stated that no matter what we are going to have to test it sooner or later.

“Motion by Mr. Merlo, second by Mr. Schoonveld to move forward with coverage testing with MPSCS method one.”

On a voice vote, **MOTION CARRIED.**

#### 4. Finance Committee – Request TAC Input on Long-Term Funding Millage Rates

Mr. Troyer stated the Finance Committee received his recommendation for long term funding, which is included in the agenda packet. His recommendation offered two different millage levels. The recommendation is to seek continued local 911 surcharge funding and a millage proposition in the August Primary Election. The public survey in the fall used .6 mil spread over 10 years, which will fully fund the Authority and replacement costs of the primary systems. A .7 mil generates \$800,000 more per year to set aside for future build out of radio communications infrastructure. The Finance Committee requested that the TAC weigh-in on if they would like to see the system expanded or just move forward with the .6.

Mr. Ergang stated we are talking about building in Portage and out county so it will get expensive fast. If we pass a millage that will just cover current infrastructure costs and not plan to expand, he's not sure that is what we want. Increasing the millage puts the cost of expansion on everyone so it seems to make sense to ask for a little more.

Mr. Troyer stated the extra would be for infrastructure only, no end user equipment. This is consistent with our past approach.

Mr. Merlo stated he would recommend we ask for more to look at future needs.

Mr. Ergang stated it was more equitable if we're sharing the cost of the service.

“Motion by Mr. Boling, second by Mr. Merlo to support the recommendation of a .7 mil funding request as presented.”

On a voice vote, **MOTION CARRIED.**

D. Other Items

1. Member Comments

There was none.

2. Next Meeting

The next Technical Advisory Board meeting is scheduled for Wednesday, March 4, 2020 and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

3. Adjournment

The meeting was adjourned at 3:44.