



## **MEETING MINUTES for**

# **Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE May 4, 2022 – 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 10:00 a.m. on Wednesday, May 4, 2022, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

### **ITEM 2 –ROLL CALL**

Members Present: Matt Huber (KDPS), Bryan Ergang (KTPD), Scott Ernstes (MSP), Nick Arnold (PDPS), Jeff Christiansen (KCSO); Scott Merlo (WMUPD), Craig Dieringer (KCMCA), Chip Everett (KCFCA)

Others Present: Chris Franks, Ryan McGregor, Jeff Heppler, Jeff Troyer, Torie Rose, Jon Moored, Marty Ftacek, Justin Johnson, Chris McComb

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

#### **A. March 2, 2022 – Regular Meeting**

“Motion by Mr. Huber, second by Mr. Merlo to approve the March 2, 2022, Regular Meeting Minutes as presented.”

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

### **ITEM 4 – CITIZEN’S TIME**

There were no citizen comments.

### **ITEM 5 - FOR CONSIDERATION**

#### **A. Administrative Monthly Report**

Mr. Troyer gave an update on the tower sites. He stated that the Augusta fencing done, they are stoning the compound and waiting on electric and gas. The fencing and drive are complete at Portage, gas service is scheduled but they are still working through the electrical issue. Pretty much everything is completed at the Oshtemo site. The WMU tower will be stacked today, the shelter should be delivered in the next two weeks. Most of the transformers are on backorder still therefore the electrical service at most of the sites is way behind schedule. He will keep everyone updated.

#### **B. Old Business**

1. MPSCS Kalamazoo Subsystem Project Update

Mr. Troyer stated he was notified in March that Portage was going to refurbish the Haverhill Water Tower. We knew we would have to move our County VHF system equipment so the 12<sup>th</sup> Street Tower was built to handle everything. When the transition occurs, everything will be ready to go at the 12<sup>th</sup> Street tower to minimize downtime. The Richland Tower will also be moved to the new Augusta site. Both projects will go to the Board for approval next week as a budget amendment. The earliest move date will be this fall.

- C. New Business

1. Emergency Call Boxes – Regular Testing

Mr. Troyer reminded everyone that call boxes should be tested regularly. If you are going to test them, please let us know prior so we can put it on the schedule. Testing every six months is recommended.

Ms. Rose asked that everyone review their phone trees to ensure dispatch isn't inadvertently receiving their agency calls.

2. User/Data Use Agreements for Tyler System (Socrata Reports)

Mr. Troyer stated dispatch will be rolling out a new reporting system owned by Tyler and building in users from agencies. Once they have the link, it will pull their data when they need it. We are going to create user agreements because users to have access to RMS and CAD data. Will bring agreements to a future TAC meeting for everyone to review.

3. MPSCS Talkgroup Optimization Project

Mr. Troyer stated the only feedback was included in the spreadsheet. He stated he will send one more reminder but would like to send it to Rich Melbow by May 15.

4. Tyler System and/or Network Scheduled Maintenance

Mr. Moored asked the committee for times for dispatch to take systems down that work best for their agencies.

The committee agreed that Tuesday mornings with one week's notice would work best for everyone.

Mr. Moored introduced Justin Johnson, KCCDA's new Systems Support Specialist.

## ITEM 6 – OTHER ITEMS

- A. Announcements and Member Comments

Mr. Arnold stated that beginning May 15, Portage PD will be closing their lobby at night and on weekends with new operating hours of 7am – 7pm.

1. Next Meeting

The next Technical Advisory Board meeting will be Wednesday, July 6, 2022, at 10am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

2. Adjournment

The meeting was adjourned at 10:31 a.m.