

MINUTES
OTTAWA COUNTY CENTRAL DISPATCH
JOINT MEETING OF POLICY BOARD and TECHNICAL ADVISORY COMMITTEE
Central Dispatch Training Room
May 27, 2010, 9:00 a.m.

PRESENT FOR POLICY BOARD:

Dave Roesler, Jim Miedema, Jerry Felix, Jim Bonamy for Patrick McGinnis, Gordon Schrotenboer, Soren Wolff

ABSENT FOR POLICY BOARD:

Al Vanderberg, Steven Patrick

PRESENT FOR TECHNICAL ADVISORY COMMITTEE:

Bill Smith, Gord VanHaitsma, Rick Yonker for Dennis Edwards, Matthew Messer, Jim Kohsel, Warren Billett, Dave Roesler, Roger DeYoung, Rick Nuvill, Tom Gerencer for Gary Dreyer,

ABSENT FOR TECHNICAL ADVISORY COMMITTEE:

Gary Rosema

STAFF:

Tim Smith, Mark Jongekrijg, Joe LaLonde, Mike Muskovin, Laura DeGoede

AGENDA ADDITONS

Bill Smith added two items to the T.A.C. agenda under Fire S.O.P. (1) Ten Minutes Reminder Status (2) Call Type of Oven Fire.

PUBLIC COMMENT

None.

POLICY BOARD MINUTES

SUBJECT: MINUTES

MOTION CD10-1015 To approve the March 25, 2010 Minutes of the Policy Board Meeting.

Moved by: Roesler

Supported by: Felix

Carried

SUBJECT: BUDGET PERFROMANCE, FEVENUES & BALANCE SHEET

MOTION CD10-1016 To approve the Budget Performance, Revenues, & Balance Sheet Reports as presented.

Moved by: Felix

Supported by: Wolff

Carried

SUBJECT: 2009 FINANCIAL STATEMENTS

Jim Bonamy walked through the statement page by page.

MOTION CD10-1017 To receive the 2009 Financial Statement as presented.

Moved by: Wolff

Carried

Supported by: Felix

SUBJECT: CHECK REGISTER

MOTION CD10-1018 To receive the Check Register as presented.

Moved by: Wolff

Carried

Supported by: Roesler

OCCDA DIRECTOR'S REPORT

A. Millage

Central received the money transfer from the county millage in April. This will show up on the next Budget Performance Report.

B. MCT Update

Joe and Mike are preparing software for the MCTs. The MCTs will be shipped out Monday, waiting to get through customs. Joe stated it will be the end of June for MCTs to be ready for installment.

C. Remodeling of Backup Center in Grand Haven

Financial Spreadsheet showing a savings from the original project quote. Originally the project was approved for about \$181,000 and the project finished at about \$148,000. Central will be having an activation test soon. There are communication links between the two Dispatch Centers.

D. Donation of Exercise Equipment

Tim donated from their home a Bow-Flex for the Exercise Room .

E. OCCDA Policies and Procedures

The first draft was looked over. This will be put on the Web with a password for the Policy Board members to view.

TECHNICAL ADVISORY COMMITTEE MINUTES

SUBJECT: MINUTES

MOTION CD10-563 To approve the April 27, 2010 Minutes of the Technical Advisory Committee.

Moved by: Kohsel

Carried

Supported by: Messer

COMMITTEE REPORTS

Ambulance:

Need to coordinate a date and time with OCCDA to address the narrow band project, which covers all medical control repeaters.

EMD

07 Grant is done with everything finalized with the narrow banding of local equipment. One piece purchased is a low power AM transmitter which was used during the Tulip Time Festival. This can be used for any large time event.

08 Grant , from this grant will receive about \$139,000 for the narrow band project. Discussions will take place as to whether or not Central should receive this for the narrow band infrastructure to serve to whole county. June 15, 2010 meeting to discuss decisions.
Discussion continued of narrow banding.

There will be IS 300 and IS 400 training classes at Fillmore from 8a to 5p on June 15 & 16 and then on June 22 & 23 for any jurisdiction to attend.

Regional Exercise held yesterday. It was carried out very well.

Siren Upgrade is near completion. This will make all jurisdictions at the same level.

PSICA Grant now has an order of 10 dual band radios in process. This is a funding match of 80/20. Original count of one per jurisdiction, but if there isn't an interest by the end of June, the process will re-open. Need to utilize funds by April 2011.

Fire S.O.P.

Committee met on April 7, 2010 with a request for a new call type named Oven Fire. This was approved both by the Fire Chiefs and the SOP Committee.

SUBJECT: OVEN FIRE CALL TYPE

While this motion is passed , it is noted that the Oven Fire Call Type needs to go back to the sop committee for clarification for procedures for Central Dispatch.

MOTION CD10-564 To approve to add Oven Fire as a call type to the Fire SOP.

Moved by: Van Haitsma

Carried

Supported by: Kohsel

SUBJECT: TEN MINUTE REMINDER ON STRUCTURE FIRE

It is noted that even though this is being approved, Mark is working on making this procedure configurable by time per jurisdiction defined by call type. Noted also that this kind of procedure is encouraged by ISO.

MOTION CD10-565 To approve the procedure of Ten Minute Reminder On Structure Fire.

Moved by: VanHaitsma

Carried

Supported by: Gerencer

Discussion continues with the Fire House Software.

Law Enforcement S.O.P.

Meeting to follow joint meeting today.

Radio

Last Radio Meeting was postponed to see what happened in the region regarding narrow banding.
Next Meeting July 22, 2010, Central Dispatch 3:30 p.m.

ROUND TABLE

Gord Schrotenboer:

Gord announced his resignation at the end of this year which also includes a 53 year affiliation with the government.

Meeting Adjourned 9:58 a.m.

Next Meetings:

Policy Board , August 26, 2010 for the 2011 Budget, Central Dispatch 9:00 a.m.

Technical Advisory Committee, August 3, 2010, Central Dispatch 2:30 p.m.