

MINUTES
OTTAWA COUNTY CENTRAL DISPATCH
POLICY BOARD/TECHNICAL ADVISORY COMMITTEE
with Radio Committee
12101 Stanton, West Olive, New Facility
May 28, 2009
9:00 a.m.

PRESENT FOR POLICY BOARD: Patrick McGinnis, Gordon Schrottenboer, Stuart Visser, Alan Vanderberg,
Dave Roesler

ABSENT: Jim Miedema, Steven Patrick, Soren Wolff

PRESENT FOR TECHNICAL ADVISORY COMMITTEE: Bill Smith, Gord VanHaitsma, Rick Nuvill,
Gary Rosema, Rick Yonker for Dennis Edwards, Matthew Messer,
Jim Kohsel, Warren Billett, Dave Roesler, Roger DeYoung

ABSENT: Gary Dreyer

PRESENT FOR RADIO COMMITTEE: Steve Kempker, Dave Roesler, Mark Jongekrijg, Mike Muskovin,
Bill Smith, Gord VanHaitsma

ABSENT: Keith Mulder

GUESTS: Jim Bonamy Grand Haven Finance
Brent William Radio Consultant

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

POLICY BOARD

MOTION CD09-968 To approve the agenda changes as presented.
Eliminate Closed Door Session as Central has not heard back from the union on the last
proposal.

Moved by: McGinnis

Supported by: Visser

Carried

NO PUBLIC COMMENT

SUBJECT: MINUTES

MOTION CD09-969 To approve the March 26, 2009 minutes of the Policy Board.

Moved by: Vanderberg

Supported by: McGinnis

Carried

SUBJECT: BUDGET PERFORMANCE, REVENUES, & BALANCE SHEET REPORTS

Taxes have been received from Ottawa County and will be on the next meeting's Budget Performance. Tim Smith and Jim Bonamy are working on the 2010 budget using conservative figures. The 911 State Surcharge is bound to go down with the present economy. Allegan County funding is surcharge based and their funding is down. Central will receive a 41% reduction in revenue from Allegan. Gord Schrotenboer asked Jim Bonamy to start a reserve for the 2012 Radio Project. Jim suggested a Designation of Funds to be set up and this will be shown on the Budget Performance worksheet for the next meeting.

MOTION CD09-970 To receive the Budget Performance, Revenues, and Balance Sheet Reports as information.

Moved by: Visser

Supported by: Roesler

Carried

SUBJECT: CHECK REGISTER

MOTION CD09-971 To receive the Check Register Report as information.

Moved by: Vanderberg

Supported by: Roesler

Carried

OCCDA DIRECTOR'S REPORT

Mike Muskovin has installed the Policy Board agenda and recent minutes on the web.

Facility Update

Radios – Mark Jongekrijg

The primary radio system has been transitioned from Grand Haven to the new facility through the Ottawa County's fiber network. The backup system at the EOC worked well and Central was not off the air during this transition. Many counties do not have a backup system. The only microwaves we have right now are with some receive type links. All of our microwaves were replaced with the T-Mobile grant using T-One and fiber. Some of the T-Mobile grant money was set aside for the 2012 Radio Project.

The radio consoles purchased through the PSIC grant are up and running with some finalization that needs to be done.

Network – Joe LaLonde

The network is up and running. All servers are in Grand Haven except for the AS400 which needs a little fine tuning. Laptops that are being used presently at Stanton are running through the Ottawa County fiber. The cabling for the work stations on the dispatch floor are done. The fire walls and internet will remain in Grand Haven as there isn't any internet at Stanton – all of which is run over the fiber.

Phone System – Mike Muskovin

The phone system is a two part system, one being the hand sets and work stations for the admin offices and conference rooms, the second being the 911 phone system for the call positions on the dispatch floor. The

hand sets are functional and the 911 system is being tested now. The integration of the two will happen today and tomorrow. We have Go Live date as of June 10, 2009.

Central works closely with Ottawa County GIS. Whenever Central has updates for street names, GIS is contacted so their data is accurate as possible, and then they provide us with that data for the phone system which is on a map.

Remodeling – Tim Smith

Tim has had a couple of meetings with Landmark, Erhardt, Vivian from Grand Haven City, Town and Country, and Pluene to walk through the present facility to point out any red flags with remodeling the present facility to be a back up facility. So far, no red flags have appeared. The fire suppression system will have to be replaced. Hoping to hand over remaining left over space to the City of Grand Haven by January 1, 2010.

SUBJECT: AUDIO-VISUAL

The lowest bid did not conform to the RFQ and omitted required elements. Electromedia is the next lowest bidder.

MOTION CD09-972 To approve Audio Visual Equipment from Electromedia Inc., not to exceed the amount of \$37,538, which includes 5% contingency.

Moved by: McGinnis

Supported by: Visser

Roll Call Vote:

Yes

No

Jim Miedema	Absent
Steven Patrick	Absent
Patrick McGinnis	Yes
Gordon Schrotenboer	Yes
Soren Wolff	Absent
Stuart Visser	Yes
Alan Vanderberg	Yes
Dave Roesler	Yes

5 Yes Votes, 3 Absent, Carried

HONORARY PLAQUE FOR STUART VISSER

A plaque was given to Stuart Visser in honor of his many years of service to the Policy Board, along with a round of applause. Stu is retiring from Park Township.

Gord Schrotenboer will be contacting the MTA for a replacement for Stu.

TECHNICAL ADVISORY COMMITTEE

SUBJECT: MINUTES

MOTION CD09-586 To approve the February 3, 2009 minutes of the Technical Advisory Committee.

Moved by: Rosema

Supported by: Kohsel

Carried

FIREHOUSE SOFTWARE

This issue is tabled until this is presented at the Fire Chiefs meeting. May be presented at the next meeting.

COMMITTEE REPORTS

Ambulance

Warren Billett stated that once Central gets settled in the new building, Mark may be able to address radio issues for ambulance.

Emergency Management

- 1) Georgetown sirens have been having problems. West Shore has investigated. Because of some inability of EOC and Central to reach all the sirens on a consistent basis, a couple of key sirens have been designated as repeaters. There are still some siren issues to address.
- 2) Still pursuing the PSIC grant for control radios. Still waiting for firm prices for the dual radio.

Fire SOP

There have been several meetings. The top issue has been developing a policy for the Fire Resource Officer. This has been presented and approved by the Fire Chiefs. An SOP is being developed to bring to T.A.C. for approval.

Law Enforcement SOP

Item discussed of keeping track of a subject's medical condition by name not by address in which this information would go directly to the MCTs. Also if the person moved, the medical information would move with the person not an address.

Another issue: Peace Officer. Mark will address this issue after the Central Dispatch move.

Radio

April meeting cancelled.

PRESENTATION BY BRENT WILLIAMS – Independent Radio Consultant

Brent gave an informational PowerPoint presentation. He also passed out a tutorial on narrow banding which is a current big issue mandated by the F.C.C. The date that narrow banding will take place is January 1, 2011. After that date not much equipment will be available. Items of presentation were:

Differences between operability and interoperability. Operability has to work well before looking at interoperability.

Analog versus digital.

Fire agencies having trouble transmitting in high noise environments with digital.

12-21 Standard for public safety communications.

Information on different radio companies manufacturing radios.

New bands opening up for digital TV.

Broadband frequencies – including broadband with cell phones. There is hope for a national 700 MHz broadband network.

Problems with trunked radio systems – not easy to use.

Most field users want a simple radio to use.

Homeland Security Interoperability Continuum.

The standard base shared system statewide – MPSCS.

The need to look at training and exercises when looking at applying for a grant.

Software defined radios.

Lack of 800 frequencies in Southeast Michigan.

Mark brought forth the question to the TAC and Radio Committee of what is Ottawa County going to do with their radio system. There is the PSIC grant for Region 6 which is good through June 2010. May try to get software defined radios through the grant. There is also the dual band radio to consider. Our present infrastructure is 19 years old. Central will meet with Kent County to figure out where to go with the radio system.

Joint Policy Board/T.A.C./Radio Meeting adjourned 10:52 a.m.

Next Meetings:

Policy Board - August 27, 2009, 12101 Stanton, 9:00 a.m.

T.A.C – August 4, 2009, Stanton, 1:30 p.m.