

# HUNTINGTON COUNTY PUBLIC SAFETY DISPATCH

Melissa N. Christman, Communications Director



332 East State Street  
Huntington, IN 46750

Phone: (260) 356-8316  
(260) 356-7110  
Fax: (260) 358-2670  
(260) 358-2344

**HCPSD Meeting for:** Tuesday, January 9th, 2018

**Members Present:** *Melissa Christman, Matt Taylor, Robert Jeffers, Chad Hacker, Terry Stoffel, John Markley, Brandon Taylor, Brooks Fetters, Kendal Mickley, Tony Ehler.*

**Call to order:** 8:02 am by Terry Stoffel

**Approval of Minutes from September:** Brooks made the motion and Chad 2<sup>nd</sup>

**OLD Business:** NONE

**NEW Business:**

- Election of Positions:

Currently, Terry Stoffel, President

Tim Albertson, Vice President

Bob Jeffers, Secretary

Bob made a motion to keep the same elected positions, Kendal 2<sup>nd</sup>.

- IDACS-need to update the Management Control Agreement, the committee consists of Chad Hacker, Terry Stoffel Chris Newton, Melissa Taylor and Jay Kyle.
- SOP Subcommittee; has not met in a while and we need to go over some changes having to do with, Emergency Detention and Spillman.
- Financial subcommittee; we need to meet more regularly and we also need to meet with Charles Chapman.

**Directors Report:** Melissa presented the Directors Report for 01/09/2018.

**Projects:**

- New County Handbook for Public Safety Personnel, some policies have changed.
- Continue to work on training.
- Continue to work with EMA on training out of the EMA Command Trailer.
- Continuing to work through Spillman for the next 3 months.

**Incidents:**

- New policy for dispatchers to follow with Parkview Dispatch. Huntington will now stay on the line when a call is transferred and be able to update fire/police on scene.
- Backup radio tab has not been completed but was requested back in July 2017.
- Caller ID in dispatch is Not working.
- On 12/4/17 Admin phone lines went down. CCIS worked with EarthLink to repair.
- On 12/08/17 tower site went down, J&K was on site to reprogram every radio.
- \_On 12/11/17 J&K on site to clean up the server room
- \_On 12/18/17 Request J&K change Mt. Etna fire pages to go through Warren repeater.

**Training:**

- No training for December 2017 or January 2018.

**Fiscal:**

- Service contract approved for J&K and it has been extended for 5 years for \$179220.00.
- Kendal took a moment and verbally explained how the new tax "LIT" works for the county and public safety.

**General Discussion:**

- Melissa advised of some changes in Dispatch
  - Shift Supervisor on 1<sup>st</sup> will be, Angie Scher
  - Shift Supervisor on 2<sup>nd</sup> will be, Quinton Geer
  - Shift Supervisor on 3<sup>rd</sup> will be, Austin Smith
  - HCPSD Assistant Director will Be, Tony Ehler.
- Brandon brought up dispatching for events or incidents, and Melissa advised it is our goal to utilize the EMA Command Trailer and use a separate channel.
- Tony asked Brandon what the status was of Roanoke getting an electrical hookup and internet ran out of the fire station for the Command Trailer, Brandon advised that is has not been completed.
- Motion to Adjourn, by Brooks/2<sup>nd</sup> by Kendal.

Typed by: Bob Jeffers