

# HUNTINGTON COUNTY PUBLIC SAFETY DISPATCH

Melissa N. Christman, Communications Director



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## HCPSD Meeting for: June 26th, 2018 08:05 am

**Members Present:** *Melissa Christman, Matt Taylor, Robert Jeffers, Tony Ehler, Rob Miller, Charlie Chapman, Brooks Fetters, Terry Stoffel.*

**Call to order:** By Tim Albertson @ 8:05 am.

**Approval of last meeting minutes:** Mayor, 2<sup>nd</sup> by Rob.

### **Old Business:**

- SOP Subcommittee has not met
- Financial Subcommittee has not met
- Protocols, Hazardous Materials Drill at Koch Fertilizer.  
Koch conducted a Table Top Exercise that included HCPSD. After the Exercise, Melissa and Tony met with Koch officials, EMA and Huntington Fire to debrief on the protocol. Tony pointed out that since it was a drill, that dispatch missed the page, Melissa said that dispatch is working hard to page at the 1-minute mark and Tony pointed out that they have the ability to page sooner.

### **New Business:**

- SOP Subcommittee – nothing to report
  - Need to talk with Bob to use the Drone to take surveillance Ariel's of the schools along with Stills and real-time.
  - Rob would like to see the cost for using Drones at house fires.
- Financial Subcommittee – nothing to report
  - Worked on Budget
  - Updated Job Descriptions and approved by Job-Classification. Co. Council to approve 6/25/18
  - Changed shift certification pay
  - Chair line item was \$5000. And we took it down to \$3000.
  - Chair quote \$1600-\$2000 per chair 3-5 year life, we need (1) per year.
  - Paying \$492.00 for pest control to keep mice out.
  - Health insurance is up a little.
  - working with Erika from HR to figure out unemployment.

- Mayor advises it's good to go with Erika's numbers.
- Budget looks good to take to council.

- Equipment Update
  - Chair purchase down from \$5000 to \$3000

**Directors Report:**

- Report and equipment go together.
  - Power Phone, used for dispatch
  - LEPC/EMA Exercise is tomorrow 6/27/18.
  - Back-up communications trailer still a go, need to double check equip.
  - Several other problems listed with J&K communications.
  - These are numerous and it puts us in back-up mode
  - Rob, moving forward how do we proceed with J&K?
  - Matt, we looked through the paperwork for J&K yesterday (6/25) with Mr. Garrett and it appears we have a pre-paid contract for 5-years.
  - Matt, Motorola coming Thursday to give a quote, it will be up to Mr. Garrett to get the County's money back from J&K.
  - Charlie, J&K Supplier, Circuits is another provider-yes?, surprised they haven't blamed them.
  - Mel, on 911 side J&K bit off too much.
  - Tony, we need to get rid of the Z-Tron System.
  - Rob, when it comes down to "Public Safety" we need to spend the money.

**Training:**

- All dispatchers are currently completing Emergency Medical Dispatch training through PowerPhone in accordance with the updated protocol software. At the end of July all full time and part time dispatchers will be up-to-date and current in each discipline: Law, Fire and Medical.
- Sent 4 dispatchers in March and 2 in June to the Denise Amber Lee Foundation (DALF) "A Victim's Plea, Meeting Expectations".
- Assistant Director Ehler attended NENA's 911 Center Supervisor in May.
- Director Taylor attended NENA's CTO course in June.

**Fiscal:**

- Protocol Software payment was made.
- Commissioners and County Council approved payment of OT/PT for Spillman training to come out of E911 Fund.
- Kendal pointed out that the PSAP is going to affect the tax levy
- Melissa said that if we don't propose a salary increase now, it's never going to happen.
  - Mel, it helped open eyes on how big 911 is, (50-years).
  - Matt, there are still places in this Country that do not have 911

-Mel, there are still places that do-not have Enhanced 911, No-Locations.

**General Discussion:**

- Charlie, asked about the LEPC Exercise and BOB gave a brief explanation on how the County and the Agencies can test their Capabilities annually.
- Rob, advised that he wants to get the Phone and Equipment issue taken care of.

Next meeting Sept 4<sup>th</sup> 8:00 am at the Sheriff's Department

Motion to adjourn by Terry/ 2<sup>nd</sup> by Mayor.

Typed by: Bob Jeffers