

Cass County Emergency Services Board
Emergency Services Advisory Committee Meeting
801 S. Commercial Street, Harrisonville Missouri 64701

Wednesday July 15, 2015
Meeting Minutes

1. Call to Order – Meeting was called to order by Vice-Chair John Hofer at 9:20 a.m.

Members Present:

John Hofer	Carla Wills	JD Shrewsbury	Dwight Diehl
Larry Francis	Nancy Lukens	Lee Stevens	

2. Approval of Minutes

Minutes of the April 22, 2015 meeting was presented. Larry Francis made a motion to accept the minutes of the meeting. A second was made by Lee Stevens. Motion carried

3. Old Business

- a. Technical Subcommittee

The Technical Subcommittee is currently working on codeplugs and aliases for all 1,400 radios. The master codeplugs for each radio type will be complete by the end of July 2015. Commenco and Motorola will be providing a quote for programming the radios.

- b. EMD Subcommittee

Lee Stevens met with Dr. Kratts, there is no need to make any updates to the EMD Guide books.

4. New Business

- a. Logging Recorders

The Technical Committee will write the RFP for the logging recorders and present it to the CCESB.

- b. Emergency Notification System

PSAP Supervisors and the Technical Committee viewed three demonstrations of Emergency Notification Systems (ENS) and recommended that the ESB go out for bid for ENS. Lee Stevens motioned to direct the technical committee write an RFP for Emergency Notification System, advertise the RFP, review the RFP bids, and then recommend to the ESB which ENS to purchase. JD Shrewsbury seconded the motion. Motion carried.

- c. Other Business

- i. 9-1-1 Phone Consoles need to be logged off and on monthly for updates.
- ii. Radio Consoles updates will require the consoles to be restarted every Wednesday after the third Wednesday of the month.
- iii. There will be a radio system upgrade with some site trunking on July 21, 2015.

5. Next meeting date will be determined when the RFPs are closed.

6. Adjournment

Dwight Diehl motioned to adjourn. Lee Stevens seconded the motion. Motion carried. The meeting was adjourned at 10:02 a.m.

Respectfully Submitted by:

Robin Tieman, RPL

Executive Director, Cass County Emergency Services Board