

# Cass County Emergency Services Board Meeting

801 South Commercial Street, Harrisonville, Missouri

Wednesday May 28, 2014

## Meeting Minutes

1. Call to Order – The meeting was called to order at 8:05 a.m. by Chair Kris Turnbow.

2. Roll Call:

Chris Benjamin	Excused
Danny Carmichael	Excused
Roger Mayberry	Present
Max Schmoll	Present
Karen Steele	Present
Kris Turnbow	Present
Jeff Weber	Present

Quorum was present.

Members of the Audience:

Robin Tieman	JD Shrewsbury	Jack Hart	Robert Driscoll
Jeff Humbard	Melvin Mercado	Ed Lust	Norman Shriver
James Person	Hassan Al-Rubaie	George Gerqiou	

3. Public Participation

Belton Police Chief James Person advised the clean up around the Belton tower is not complete. Scrap steel is remaining and the sprinkler system was damaged in two locations during construction. Chief Person advised he was aware there was concern for cutting over the radios and 9-1-1 phones at the same time but thanked Mid-America Regional Council and Motorola for working so well together over the three days the Belton PSAP was relocated at the Raymore PSAP during the upgrade.

4. Old Business

a. Approval of Consent Agenda

Minutes of the April 23, 2014 meeting, account payables, and account statements were presented. Roger Mayberry made a motion to accept the minutes of the meeting and account statements. Jeff Weber seconded the motion. Motion carried

b. Repayment request by Cass County Treasurer

Jeff Humbard requested further information from the Cass County Auditor in April in order to reconcile the requested overpayment amount of \$13,216.12. According to Mr. Humbard's reconciliation, CCESB owes \$129.97 more than Cass County requested. Jeff Weber motioned to repay Cass County the requested amount of \$13,216.12 as verified by Jeff Humbard. Roger Mayberry seconded. Motion carried.

c. TUSA

i. Update

1. Mr. Hart advised Belton Police Department, Cass County Sheriff's Office, Pleasant Hill Police Department, Raymore Police Department and the agencies they dispatch for have been up on the radio system for a couple of weeks and they are operating well on portables.

2. The Harrisonville Monopole went up on May 15, 2014. Harrisonville will be delayed due to internal issues but Motorola and Mid-America Regional Council have the radio and 9-1-1 systems ready for the cutover when Harrisonville is ready.
3. A failed power supply effected the Cass County Sheriff's Office PSAP and brought a redundancy issue to light. There is a single point of failure for both Cass County Sheriff's Office and Harrisonville Police Department. Mid-America Regional Council will research creating connectivity to Freeman or KC Web Harrisonville to create the necessary redundancy. Hassan Al-Rubaie of Mid-America Regional Council advised the 9-1-1 path must be redundant out of either the Cass County Sheriff's Office or Harrisonville Police Department to the Freeman Tower or the KC Web Tower in order to avoid the single point of failure. Mr. Al-Rubaie will discuss further options with Commenco. Mid-America Regional Council installed a T-1 but will not utilize; CCESB is welcome to use it.
4. The drive coverage testing was completed by Motorola.
5. All portables have been delivered.
6. Mr. Hart and Robin Tieman have been working with Pleasant Hill Fire, Western Cass Fire, and West Peculiar Fire who are dispatched by Lee's Summit Fire to assign IDs to the radios necessary for dispatching. Lee's Summit Fire will not have the ability to acknowledge the emergency button if depressed by those three agencies.
7. Mid-America Regional Council has hosted a series of meetings with the state of Missouri to add the MO-SWIN system on the MARRS system. There will be a system software upgrade from version 7.11 to version 7.14. The only impact to Cass County will be system interruptions around July 22 in the early morning hours. The PSAPs will be notified. There will be a data freeze on June 16, 2014 until the upgrade is complete.

ii. System Site Maintenance RFP

CCESB advertised for a System Site Maintenance RFP which three bids were received. The selected company's responsibilities would include inspecting and repairing the towers, repair shelters, keep the sites clean, line inspections, lights on the towers, and work with tower landlords. These contracts do not include air-conditioning or generator repairs. The company requires the CCESB to have a contract with third party companies. The chosen company would insure any repairs were made by the third party company and the CCESB would be billed by the third party company.

1. ADB bid \$61,120

ADB is doing similar work in the region for Kansas City Police Department.

The bid does not include mowing. Weed control would be through chemicals for the Freeman and Belton sites. Snow removal is not included but insuring the entrances to the towers are accessible. Refueling the diesel generator in Freeman was included but would be billed separately.

2. AIS bid \$492,000

3. Motorola Service bid \$72,569

Mr. Hart recommended the CCESB proceed with ADB. Max Schmoll motioned to move forward with the bid from ADB. Roger Mayberry seconded. Motion carried.

iii. Bi-Directional Amplifier RFP

Mr. Hart advised three locations have been identified that need additional coverage: the Cass County Jail, Drexel School, and Pleasant Hill Storm Shelter. Mr. Hart will write the RFP and send it to Robin Tieman for publication. An aggressive timeframe will be used so the RFP can reviewed at the June CCESB meeting. A date for site visits will be established for the three locations.

d. Motorola Update

i. Current Activities

1. Harrisonville Police Department Monopole Construction

2. Freeman Tower Lights
  3. Teardown and reconfiguration of the 13 dispatch terminals
  4. Cutovers
    - 4/28/14 Raymore
    - 4/30/14 Pleasant Hill
    - 5/08/14 Belton
    - 5/14/14 Sheriff
    - 5/21/14 Harrisonville \*PTP only complete
  5. Power Failure and PSAP Outage
 

Both Cass County Sheriff's Office and Harrisonville Police Department have connectivity only to the Quarry Tower. During the process of bringing Harrisonville up on the system, two links were on one power source thus presenting the single point of failure. Pleasant Hill also has a single point of failure connecting only to the KC Web Pleasant Hill tower.
  6. Coverage Testing
 

Two teams tested the coverage in 2,787 tiles total. There are two types of tests. SSI is an older analog test but was required in the RFP. The BER tests the signal strength.

SSI 73%  
BER 99%

    - a. County Testing
 

The 1,890 county tiles were ½ mile by ½ mile.

SSI 70%  
BER 98%
    - b. City Testing
 

The 897 city tiles were ¼ mile by ¼ mile in Archie, Belton, Cleveland, Creighton, Drexel, East Lynne, Harrisonville, Pleasant Hill, and Raymore.

SSI 79%  
BER 99%
- ii. Future Activities
1. Belton Landscaping Construction
  2. DAQ Coverage Testing
 

The DAQ test is subjective and will rate the audible quality by two teams. One team will be in the field and one team in the PSAP. DAQ will cover the 766 tiles (576 county and 197 cities). CCESB will need to have one vehicle and three representatives: one driver, one observer in the vehicle, and one observer in the PSAP. Motorola will have two representatives: one in the PSAP and one in the car. This test will take approximately 4 to 7 days. Belton Police Chief Person volunteered a driver, a vehicle, and an observer. Roger Mayberry volunteered personnel as well.
  3. Assessment of APX6000 portable radios
 

There is a manufacturing defect in the APX6000 that effects approximately 4% of the radios when a shoulder mic is attached to the radio. Motorola will send representatives to the area to test the approximately 600 APX6000 radios for the defect at the pre-established mobile installation sites. Radios found with the defect will be sent back to Motorola for repairs. No replacement radios will be provided during repairs.
  4. Mobile Installations will take a total of 99 days for one team. Multiple teams will reduce installation time, which depends upon the availability of personnel. Mr. Mercado recommended installation for the law enforcement and emergency management first due to the ease of installation. The CCESB requested the EMS and Fire departments be installed first. Templates must be complete before the mobiles are programmed.
- Installation locations are:
- a. South Metro Fire Department
  - b. Belton Fire Department
  - c. Cass County Road and Bridge

- d. Harrisonville Emergency Services
- e. Garden City Public Works
- f. Dolan West Dolan Fire Department
- g. Pleasant Hill Fire Department

e. Reports

i. Chair

No report

ii. Treasurer

Mr. Mayberry advised he is currently working on the investment strategy and will bring the potential vendor list to the June meeting for board approval. Chief Person advised of a bill that was passed that exempts certain entities from collecting sales tax. If the bill goes into effect, the CCESB revenue will be dramatically reduced.

iii. Committees

No Report

iv. Executive Director Report

Mrs. Tieman received the Motorola escrow agreement release for \$5,432,307. Mr. Mayberry signed the release.

Mrs. Tieman requested board approval to remain on the APCO Board of Directors. Mr. Turnbow recommended approving the request; he sees it is a benefit to the CCESB.

Johnson County Missouri sent a letter requesting concurrence for moving their channel. Mr. Weber requested a copy of the letter; the Sheriff's Office is the licensee for the request.

5. Executive Session

There was no Executive Session

6. Next Meeting

The next scheduled meeting will be June 25, 2014 at 08:00 hours at 801 S. Commercial Street, Harrisonville, Missouri.

7. Adjournment

With no further business or discussion, Max Schmoll made a motion to adjourn. Roger Mayberry seconded the motion. Motion carried. Meeting adjourned at 10:34 a.m.

Respectfully Submitted by:

Robin Tieman, Executive Director

Cass County Emergency Services Board