

Cass County Emergency Services Board Meeting

801 South Commercial Street, Harrisonville, Missouri

Wednesday August 27, 2014

Meeting Minutes

1. Call to Order – The meeting was called to order at 8:00 a.m. by Chair Kris Turnbow.

2. Roll Call:

Chris Benjamin	Present
Danny Carmichael	Present
Roger Mayberry	Present
Max Schmoll	Present
Karen Steele	Present
Kris Turnbow	Present Left at 9:00 a.m.
Jeff Weber	Present

Quorum was present.

Members of the Audience:

Robin Tieman	Jan Zimmerman	Jack Hart	Norman Shriver
John Hofer	Robert Driscoll	Melvin Mercado	JD Shrewsbury
Andrew Bell	George Georgiou	Kirk Scouten	

3. Public Participation

Missouri State Highway Patrol (MSHP) Sergeant Andrew Bell advised the CCESB that MSHP and Cass County Law Enforcement agencies no longer have the ability to communicate directly due to the county's new radio system. The ESB Technical Committee met with Sergeant Bell on August 22, 2014 and agreed there was a need to create a talkgroup for Cass County Law Enforcement Agencies and MSHP to share. Chris Benjamin motioned for a talkgroup be created for communication between Cass County Law Enforcement Agencies and MSHP. The Technical Committee and MSHP will work together to create the procedures of the common talkgroup. Jeff Weber seconded the motion. Motion carried.

4. Old Business

a. Approval of Consent Agenda

Roger Mayberry made a motion to approve the account payables and account statements. Max Schmoll seconded the motion. Motion carried.

b. Approval of the July 2, 2014 meeting minutes

Chris Benjamin made a motion to approve the July 2, 2014 meeting minutes. Danny Carmichael seconded the motion. Motion carried with two abstentions, Roger Mayberry and Karen Steele.

c. Approval of the July 23, 2014 meeting minutes

Roger Mayberry motioned to approve the July 23, 2014 meeting minutes. Jeff Weber seconded the motion. Motion carried with two abstentions, Chris Benjamin and Jeff Weber.

d. TUSA Update

Mr. Hart briefed the ESB on the system.

- i. Before closing out the radio project, the ESB will need to conduct a final site inspection with Motorola and Motorola will need to provide the ESB with "As Builts" including the Technical Data.
- ii. The BDA walk through at the Cass County Jail is schedule for August 28, 2014. Mr. Hart has identified a less expensive BDA, which can be investigated for the Pleasant Hill Storm Shelter.
- iii. Gary Bagby with Pleasant Hill Police Department advised they are having transmission issues in the sally port and evidence storage areas of their building. Additional BDAs may be identified.
- iv. Belton Police Department and Raymore Police Department must cross patch each other's fire patches in order to tone out their fire departments. These patches have been lost because there is no notification if the patch goes down. Platte County has used an external control station tied to their old system in order to tone, which is an addition cost.

e. Motorola Update

i. Current Activities

1. Mobile Installations of Public Works Vehicles

- a. Melvin Mercado briefed the ESB on the system status. Norman Shriver advised the officers have complained that when they transmit on their mobiles there is an echo from the mobile. Units were advised to turn their portable down when getting in their vehicles. However, the portables volume does not turn all the way down due to a programming feature. Melvin will investigate other solutions.

b. Site Trunking/Failsoft Groupings

The Technical Committee made some recommendations for Failsoft regrouping, which will necessitate reprogramming of all the radios. Mr. Mercado explained Failsoft and the scenarios that would cause the radio system to go into Failsoft.

2. Regional Upgrade

Mr. Mercado has been working with the MARRS regional upgrade Project Manager and the Executive Director to insure the process proceeds as efficiently as possible for the ESB system.

3. New Cost Estimates

- a. The Executive Director does not have direct access to the Network Management Terminal (NMT). The cost for adding a NMT at the Executive Directors Office is \$21,300. A more cost effective solution is to run a T-1 line from the Sheriff's Office to the Executive Director's office and move the NMT from the Sheriff's Office to the Executive Director's office. The Technical Committee will review the cost estimate and return with a recommendation to the ESB in September.

- b. PSAPs are only able to record their selected radio traffic on their logging recorders. In order for an agency to access all of their radio traffic they must travel to the Sheriff's Office or request the Sheriff's Office make the recording for them. The one-time cost for PSAPs to connect to the Motorola IP Logging recorder is \$67,673. This will enable each PSAP direct connectivity to make recordings of their radio traffic.

4. Reordering of accessories

- a. Change Order Number 2 did not specify the correct holsters. The desired portable swivel leather holsters were purchased at Motorola's expense. The cost was \$70,000. They will arrive next week.
- b. The dual head mobile radio for Cass County Sheriff's Office Mobile Command Unit has been ordered.

ii. Future Activities

1. APX6000 Portable Radio Recall

Motorola is ordering additional APX6000 radios to loan for the defective

radios. Once Motorola receives the loaner radios, a schedule will be created to test the APX6000 radios.

2. Commenco will supply a complete list of radio IDs and supporting information.
3. The MOSCAD alarms cleared and the NMT will be upgraded.
4. The accessories will be distributed.
5. The Punch List will be updated.
6. The close out of the project

iii. Roger Mayberry stated the installs were very quick and efficient.

iv. Norman Shriver stated he provided Commenco the alias IDs for each radio so each radio could be programmed correctly and installed into the correct vehicle. When the mobile units were installed, they did not match the alias IDs to the correct vehicles. Mr. Shriver now has to reprogram all the mobile radios.

f. Resolution 14-010 ADB Wireless

Chris Benjamin motioned to approve the amendment to the agreement with ADB Wireless, Inc. correcting the effective date. Roger Mayberry seconded. Motion carried.

g. Reports

i. Chair

No report presented.

ii. Treasurer

1. MOSID was included in the approved vendor list but they require an application process. Mrs. Tieman advised in her conversation with Mr. Goffoy that MOSID is used by most governmental entities when they receive only one bid or no bids from banks. Danny Carmichael recommended the Executive Director proceed with the other approved vendors on this bid process and complete the application with MOSID prior to the next investment period.
2. Roger Mayberry motioned to allow the Executive Director to solicit bids to invest \$1,200,000 for six months and \$1,200,000 for twelve months, subject to review by the Treasurer every six months. Karen Steele seconded the motion. Motion carried.

iii. Board Members

No report presented.

iv. Bylaws Committees

Chris Benjamin presented recommended Bylaws changes for the Board Officer's elections. Mr. Benjamin has some final rewording. Changes will be sent to the ESB and be placed on the September agenda.

v. Executive Director Report

1. MARRS Radio System 7.14 Upgrade was conducted on July 23, 2014; Cass County Radio System remained in site trunking after the upgrade was complete for several hours. Through the experience, it was discovered that changes to the consolettes/desksets and further training in necessary.
2. Harrisonville High School has requested a presentation for special needs students. This video will be created with the assistance of Lieutenant Tieman at the Sheriff's Office.
3. APCO Board of Director's Travel
 - a. Board Orientation September 26-28, 2014
 - b. Wisconsin APCO Conference October 26-29, 2014
4. FairPoint 9-1-1 Lines were cut isolating each city in their own coverage area. The cities could only call within their own phone exchange. The Sheriff's Office established an emergency line within each city for the citizens to

contact if they have an emergency. The emergency numbers were published on social media sites and the news channels.

5. Mrs. Tieman has requested punch list items from each agency, very few have responded.
6. Mr. Carmichael requested a status on the Lake Winnebago/Pleasant Hill coverage issue. Mr. Mercado advised the situation is very complicated and they will respond with a thorough recommendation.

5. New Business
No new business

6. Executive Session
There was no Executive Session

7. Next Meeting
The next scheduled meeting will be September 24, 2014 at 08:00 hours at 801 S. Commercial Street, Harrisonville, Missouri.

8. Adjournment
With no further business or discussion, Max Schmoll made a motion to adjourn. Roger Mayberry seconded the motion. Motion carried. Meeting adjourned at 9:47 a.m.

Respectfully Submitted by:
Robin Tieman, Executive Director
Cass County Emergency Services Board