



Deschutes County 9-1-1 Service District

User Board Meeting Minutes

Date & Time: Tuesday, July 19, 2016, at 1000 hours

Location: Deschutes County 9-1-1, 20355 Poe Sholes Drive, #300, Bend

Attendees: Steve Reinke, Sara Crosswhite, Rick Silbaugh, Tim Beuschlein, Ruben Rokosh, Tim Moor, Dan Tucker, Thornton Brown, Roger Johnson, Marc Mills, Larry Langston, Dave Tarbet, Denney Kelley, Tom Anderson, Shane Nelson, Bob Madden, Rod Bjorvik, Bill Boos, Dave Pickhardt, Mike Supkis, Evan Clark, Hank Evans, Julie Lovrien, Whitney Hale, Paul Kansky, Paul Garrison, Ben Gregory, Rich Hoffmann, Jonathan Spring, Ken Vaughan, Garnet Winter, David Doyle, Cole Sahleen and Nanette Howard.

1. Call to Order and Introductions – Steve Reinke, Director

2. Approval of the June 21, 2016 Meeting Minutes

Tim Moor moved to approve the June 21, 2016 meeting minutes; Larry Langston seconded; motion carried.

3. Public Comment - None

4. Staff Reports

Operations - Sara Crosswhite stated Operations was running smoothly. During some recent fire events, Dispatch has been able to run two dispatchers.

Training - Megan Craig said a call taker was recently released as a police dispatcher and is now on her own, which has given the radio dispatchers some relief. Ten applicants were recently interviewed. Two applicants have been extended conditional job offers and there may be a third. The three candidates are scheduled to start in August.

Steve Reinke noted if all three applicants are hired, there will be six remaining vacancies which will be used to have fire dispatchers 24/7 and a half-time law enforcement data channel.

Systems - Rick Silbaugh reported the Image Trend interface is on track for the fire service. Next month the District will be submitting data to Image Trend so information for fire and EMS calls will be prepopulated into Image Trend.

5. Budget and Reserve Fund Balance Review

Steve Reinke distributed a handout summarizing the current status of the DC 9-1-1 FY 16/17 fund balances based on meetings with Wayne Lowry, and briefly discussed each line item.

In response to Larry Langston's inquiry, Steve Reinke clarified costs for Intterra software are not included in the handout.

Tom Anderson observed the Operating fund was not included in the handout, which would also provide additional funds until the District becomes fully staffed.

6. CAD / RMS Project

Steve Reinke informed the members the terms of the proposed contract with Tyler are being refined, and Tyler decided to develop an iOS mobile client for the fire service as part of the contract. The contract is being structured with three possible pathways.

The primary pathway is for the fire service to continue to use the Mobile Insight client in use today and, in partnership with Hitech, have it work with Tyler's CAD at an approximate cost of \$75,000 for the external interface.

A second pathway is migrate to Tyler's mobile client. During the deployment process, a team of representatives from the fire service would be involved in the development of the mobile client with the ability to give input to keep the product on track. There would be no obligation for the District to purchase Tyler's mobile client unless the fire service is satisfied it will work for them. At that point, the software would be moved from the optional side of the agreement to the contract side. During the process, the interface with Hitech's Mobile Insight would be on hold, and if Tyler's mobile client is deployed, the District would not pay Tyler nor Hitech to interface Mobile Insight.

Also being considered is purchasing the interface for the Intterra product in the contract with Tyler; however, it is unknown if Intterra is willing to design their product to be a CAD mobile client that will provide fire service the features they are looking for.

There was general discussion regarding the various options and whether to move forward with executing a contract with Tyler. Of primary concern among the fire users was losing some of the current capabilities and exposing themselves to risk with an unknown product.

Rick Silbaugh explained Tyler has a full testing environment and fire services would not be expected to migrate over until they were completely satisfied with the product. Until then, the fire service would continue to operate as they do now.

Steve Reinke sought direction from the Board as to how the Board wished to proceed in regards to a contract with Tyler.

Jim Porter moved to have the District proceed with executing a contract with Tyler Technologies, Inc. (Tyler); Shane Nelson seconded; motion carried.

7. Radio Project

Tim Beuschlein provided an update on the radio project for the period of June 21 to July 5, 2016.

ODOT Wireless Group, District Staff and Harris engineers attended a series of meetings and started the process of fleet mapping and planning the various talk groups. District Staff and ODOT Staff have been working with the State to build up the DC 9-1-1 as an agency within the State switch. Once completed, District staff can start reprogramming radios and testing coverage.

DC 9-1-1 purchased and deployed CommShop 360 Web Assist. The software allows the District and users to maintain and manage inventory, monitor repair status and it has reporting features to help agencies with budgeting.

Harris and ADCOMM engineers are continuing to work on site selection for the Redmond simulcast cell. Three sites are being considered and costs for site development are being assessed.

In the upcoming weeks District staff will continue to work on permitting and finalizing lease agreements for the Bend simulcast sites and continue to work on fleet mapping. Preliminary results have been received from participating agencies, and District staff will send out packets with updated maps to show how all the systems will work together.

District staff, ODOT Wireless Group, ADCOMM Engineering and Harris are meeting in July to finalize the network connectivity between ODOT and DC 9-1-1's networks. Once completed, equipment can be installed.

District Staff will be making some grounding adjustments and moving equipment this week and next week to make room for the new equipment.

The Project Review Team outline summarizing each platform of the system design (P25 trunked system, VHF conventional overlay and 800 conventional overlay) was reviewed and discussed.

Steve Reinke said the District will continue to operate with tone and voice for VHF alerting, but at some time in the future, the District may have to migrate to a narrow-banded environment due to an expected FCC mandate.

8. Other Items or Good of the Order

Steve Reinke announced the Radio Project Review Team meets the first Tuesday of each month at 1400 hours. The next meeting is scheduled for August 2, 2016. He asked anyone who would like to be added to the distribution list to contact him.

9. Adjournment

The next regularly scheduled 9-1-1 User Board meeting is **Tuesday, August 16, 2016, at 1000 hours** at Deschutes County 9-1-1.

Minutes respectfully submitted by Steve Reinke and Nanette Howard.