



Deschutes County 9-1-1 Service District

User Board Meeting Minutes

Date & Time: Tuesday, February 12, 2019, at 10:00 hours

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

Attendees: Sara Crosswhite, Chris Perry, Will Mullins, Megan Craig, Jonathan Spring, Ruben Rokosh, Kim Morse, Tom Anderson, Paul Garrison, Ben Gregory, Roger Johnson, Dan Tucker, Tim Moor, Bill Boos, Ken Kehmna, Rick Allen, Garret Winter, Todd Cox, and Nanette Howard.

1. Call to Order and Introductions – Sara Crosswhite, Interim Director

2. Approval of January 15, 2019 Meeting Minutes

There being no corrections noted, the January 15, 2019 meeting minutes were approved as distributed.

3. Public Comment – None.

4. Staff Reports

Administration

Sara Crosswhite reviewed the Capital Project Budget Overview for FY 2019/2020. The two vacant FTE positions in the budget will be carried forward to next fiscal year. The tax levy rate will remain the same. The District is still waiting for the indirect cost projections from the Finance Department to add to the budget. The budget will be finalized in late May 2019. Members' feedback was sought in regards to publishing the radio reports on a monthly basis rather than a weekly basis. Following a brief discussion, members agreed changing the weekly radio reports to a monthly report would be appropriate.

Operations

Chris Perry advised the District's 3rd Annual Employee Awards banquet was held on February 8th. Three police dispatchers will soon be completing fire dispatch training; and one employee has been promoted to an Acting-in-Charge (AIC) position. The District plans to have four new hires starting in April 2019. The District has fully switched over to electronic timekeeping (NOVAtime) and all seems to be going smoothly.

Training and Hiring

Megan Craig reported there are two trainees currently in call-take training.

Technical Systems

Members received a draft copy of the Deschutes County Drive Testing summary prepared by ADCOMM Engineering Company (ADCOMM) on February 4, 2019. Referring to a Google Earth

map overlay, Will Mullins reviewed the bit error rate (BER) coverage. He stated the drive testing results revealed the BER is better than what was projected by Harris. The areas with a BER of 2% or less equate to a 3.4 delivered audio quality (DAQ). The overlay depicts only portable radio coverage on the street; mobile coverage would be significantly better. The back side of Awbrey Butte is shadowed by the butte itself resulting in a very low received signal strength indicator (RSSI). The District will now need to focus on how to improve audio quality and enhance coverage in that area as well as other areas countywide.

In response to Ken Kehmna's inquiry regarding drive testing of the shadowed area, Will Mullins explained that only the main road was driven in that area, so no empirical data exists off the road. Will Mullins announced the District is working to gain access to a propagation tool so the District can model coverage anywhere in the county. Anyone interested in an electronic copy of the propagation maps contained within ADCOMM's report should contact Will Mullins.

Garbled and digitized audio quality are associated with the BER. If the BER is at 0% and the signal level is good, the audio quality will be good. Signal level also affects the quality of the audio transmission. The higher the RSSI number, the less coverage there is.

At members' request, Will Mullins will send an electronic copy of the complete ADCOMM report to all in attendance.

CAD Project – District staff have begun the process of ensuring the builds are ready for the May 2019 release of 2019.1, which addresses the Crew Force functional gaps. The District will coordinate with fire and law enforcement agencies in regards to the training schedule to ensure all users will have the necessary resources available.

Fire Station Alerting – Day Wireless is preparing a quote for the fire station alerting system demonstrated by Zetron at a recent COFOG meeting. Once the District receives the quote, a copy will be sent to City of Bend FD, City of Redmond FD and Sunriver FD, as those agencies have expressed an interest in the product. Roger Johnson requested a copy, as well, on behalf of Sisters-Camp Sherman FD. Any other agencies interested in this product should contact Will Mullins.

5. Other Items or Good of the Order

Rick Allen advised the 60-day tribal review process has begun for Overturf Butte. The City of Bend Planning Department should have a decision made within the next two weeks and, once approved by the City, application will be made for the building permit. The After-Action Audit Review should be available within 7 – 10 days. Once received, copies will be distributed to all members.

6. Adjournment

There being no further business, the meeting was adjourned at 10:26 hours.

Minutes respectfully submitted by Sara Crosswhite and Nanette Howard.