

Eaton County Emergency Communications
Fire/EMS Subcommittee Meeting
Thursday, February 10, 2022
MINUTES

Call to Order and Roll Call – Chairman McNutt called the meeting to order at 1929 hrs

Gregg Ginebaugh, DFD
John Kahler, DFD
Francis D’Huyvetter, HFD
Rodney VanDeCastele, GLFD
Tim James, SFD & BTFD
James Ivy, ETFD
Rob Herig, ETFD
John Collins, OFD
Tom Owen, OFD
Phil Miller, WTEM
Bill Fabijancic, WTEM
Robert Vogel, CFD
Tyger Fullerton, CFD
Roger McNutt, ERFD
Michael Flood, EAMS
Jake Jackson, BFD
Jeff Wetzal, VFD

Kelley Cunningham, ECCD
Francis D’Huyvetter, ECCD
Ryan Wilkinson, ECEM

Reading and Approval of Minutes of the November 2021 Meeting – Motion to approve the minutes was made by Rob Herig and supported. Motion carried.

Old Business

Report from Emergency Communications Subcommittee – Bill Fabijancic reviewed the minutes from the 9/16/21 meeting.

Central Dispatch Operational Report (Kelley) –

Kelley has been working on the 2021 annual report. She handed out a rough draft. She stated that fire calls increased 23% from 2020 to 2021 and EMS calls increased 12%.

When the report is finalized and printed, she and Francis plan to go to township, village and city meetings to distribute the report and meet and talk with people.

Kelley has begun to work on budget for fiscal year 22/23. She will send out an email next week for radio requests. There will be a deadline to get your request in.

There is one telecommunicator in training and two are in the hiring process. The supervisor promotional exam will be given to one telecommunicator next week and if that person passes, there will be another opening. If they do not pass, we will have external supervisor opening which has never happened before.

Active 911 and Page Gate characters have increased from 240 to 5000 but you won't get updates, you'll get more of the additional call.

Tech services has hooked up the large smart board in dispatch to the supervisor computer to show ambulances in and out of service to try not to page ambulances who are out of service. There is also a white board in dispatch where we list rigs that are out of service. We are reminding the staff to remember to look at these boards.

There was an issue recently with a premise alert in CAD so we are going through them and checking to see if they are still valid. We took out the review date for Knox boxes so they don't expire.

Bill Fabijancic wondered what is the best way to add DNR paperwork to an address. Kelley suggested adding it to their online profile in Smart 911 and attach files there or creating a premise alert for it. Contact Francis if you want a premise alert in CAD.

Regarding MCT templates, if you want a copy of your template or if you want it on your MCT, let Kelley and Francis know and they will send you a copy.

Kelley will be sending out updated MCT agreements. For Fire/EMS, there is one MCT per station and one for the ambulance that transports patients and one rig.

Kelley and Francis attended a school safety meeting recently with local law enforcement, superintendents, dispatch and IT to make sure everyone is on the same page. We are working on getting updated maps, school cameras, classroom assignments, etc. Nate has received some maps and he can show you how to get to the maps on your station MCT and on Freedom.

Kelley reported that John Imeson is currently out ill but he does want to get the radio project finished and then will possibly retire. The mobiles have been updated except for the preventative maintenance. The Fire/EMS templates have all been updated but preventative maintenance needs to be performed. Preventative maintenance is a

priority for law enforcement when John returns for encryption keys and Events I & J. Law Enforcement templates also need updated either and he will do Sunfield too. Right now, there is no timeline on when he will return or when the radio project is finished. If you need your radio fixed, email the request to radios@eatoncounty.org. That email goes to Kelley, Francis, and John and creates a support ticket.

Rob Herig stated that the radio in his command car it will say out of range but the one in his truck doesn't. There are also known issues along Waverly Road because of the way the tower is positioned. Francis had hoped that the problem would be fixed when Ingham went live but it didn't. They aren't dead spots but iffy spots for radios and pagers that could be antenna issues. Let Francis know when you experience radio issues so we can narrow it down to fix. Francis felt it could be a pager issue if you're only hearing it on the pager and not the radio.

It is time to hold another MPSCS end user class. Kelley and Francis wondered what day/time would work best for everyone. Rodney stated that there would be four or five from his department and weekends would be the best. It was suggested to have it during Firefighter I and II training.

Kelley stated that if there are any issues with your batteries to let her know and she will replace them for you. Motorola is giving us an allotment and we will have them here. Everyone was given two batteries per radios. Condition your radios at least every quarter so it will add to their life span.

Ingham County went live with their new radio system and Clinton County got pushed back to March 8.

We are installing a tornado siren at Crandell Lake Park. We are using a transmitter from Roxand Twp and a siren from Milan. It will have future capability to upgrade. Eaton Twp didn't have a desire to upgrade it to reach more people at this time, but could in the future. Kelley explained that the surcharge can cover some of the radio transmission part like control station and antenna, but pole and siren would be on the township. The easement has been approved and the paperwork is done. Tri Co electric will be installing the pole and electricity soon. Kelly stated that all Eaton County sirens are green and work.

Kelley stated that she doesn't have a lot of information on it yet but she's looking at a data channel for our radio system where your radios would be AVLS. Ingham County got a data channel when they went live so she needs to contact them and ask them about it. Kelley thinks it would be beneficial and helpful to have.

Nathan Nighbert from Technology Serves stated that he has a meeting with our current CAD provider regarding updates and how long they will support the CAD system.

Kelley would like to form committee and shop for CAD in 2023 and purchase a new one in 2024/2025. She needs ideas of what everyone wants in a CAD. For example, law enforcement wants a status check button.

Kelley stated that Commissioner Barnes had presented at the last meeting on landing zones and he created list of good places to have landing zones around the county. Kelley would like to add these areas to CAD and maps too.

New Business –

Elections – Bill Fabijancic made the motion to keep the same people and replace retired Mike Roman with John Kahler. Rodney would move to the CDC Rep and John Kahler would be the CDC alternate. The motion was seconded and approved. Roger McNutt remains the Chairman, Phillip Miller the Vice Chairman and William Fabijancic is the secretary. CDC reps are Rodney VanDeCastele, William Fabijancic and Phillip Miller. CDC alternates are John Kahler, Roger McNutt and Tim James.

Size Up's – There was discussion about dispatchers repeating size up information. Dispatchers should be saying “clear” and then the unit number, not just “clear”. Philip Miller stated that they are supposed to say “acknowledge” and not clear. Francis will address with the dispatchers to repeat pertinent information on size ups.

Tim James wondered if there could be a dedicated fire dispatcher in dispatch. It is one of Kelley's goals to have a dedicated fire dispatcher but currently there are staffing issues.

Nathan stated that he has been promoted to deputy director of Technology Services. He stated that Brett Mulvany, who was the intern, is now a network administrator to handle MCT issues. You will start seeing Brett more handling MCT issues.

Nathan began discussion on fire reporting system countywide. He wondered who used what software and if there was any interest in getting everyone to agree on one system to keep costs as minimal as possible and iPad compatible? Nathan explained that Central Square wants \$10,000 for the license. Once the tunnel is put in CAD then it's there and the cost can be shared. He stated however, that if you pay for integration now it may need to be addressed when we get a new CAD. It was agreed to table this until we decide on a new CAD.

Miscellaneous – None

Round Table - None

Adjournment – Motion to adjourn was made at 2040 hours by Phil Miller and seconded by Rodney VanDeCastele. Motion carried. The next meeting is Thursday, May 12, 2022 at 7pm