

All minutes are considered "DRAFT" until they are approved at the next meeting.

Minutes of the Meeting
COMMUNICATIONS SYSTEM ADVISORY BOARD
September 2, 2009

The Communications Advisory Board Committee was convened in open and public session on September 2, 2009 at 5:00 pm, in the Sarpy County Conference Room B. The following members or alternates were present: Jeff Strawn, Rolly Yost, Leonard Houloose, Rich Uhl, Travis Mayer, Ed Monnier, Steve Betts, Rod Buethe, and John W. Stacey.

Buethe moved, seconded by Mayer to approve the minutes of the July 1, 2009 meeting. Motion passed unanimously.

Director's Report: STAFFING: Two dispatchers have been hired and started their training on Monday, August 24th. Both hires, Mark Pontefract and Heather Flippin, have dispatch experience. Mr. Pontefract comes from Mills County, Iowa and Ms. Flippin comes from the DuPage County Communications Center in Illinois, handling 26 agencies and a population of approximately 700,000. Troy Gowan continues in his probationary period and is progressing very well.

FACILITY: The funding request to purchase additional equipment to use for a back up center here in Sarpy with the dual use of Tactical Emergency Response Team and the Incident Dispatch Team (TERT/IDT) was not approved by the County Board. We continue to explore funding options for this needed equipment. We will continue to work with Douglas County for an agreement to use their back up site at 1819 Farnam until the new Sarpy County facility is built and operational. Again, the State of Nebraska has received recognition as having a legitimate TERT/IDT program in place. Sarpy County is one of 5 counties in this program.

It has been determined the tower and the building at the base of the tower here on the campus are County property. We continue to move forward regarding the installation of radio equipment to support the Wireless Wide Area Network funded through Homeland Security. Installation of equipment is scheduled for begin this year.

INTERLOCAL: The Cities were provided a written response to their proposal. I have offered to meet with any city representatives or appear at council meetings at their request. Again, all Cities have signed the addendum to the existing

Interlocal that provides a six month extension. That extension will end in October.

800 MHz RADIO SYSTEM: No update regarding this issue. Discussion with Fiscal and the Administration has taken place and a meeting will be scheduled to map the “way ahead” on this project.

RECORDER: The PO has been issued for the new recording system is near. Now the work of finalizing the SOW and acceptance testing is beginning. Preliminary work on installation documents has begun. A meeting with representatives from the County, the Communications Centers in our region, the State, Carmichael Business Systems, and NICE will take place on September 9th.

The Communications Center participated in the MARE held on August 15th. The hospital notification was used to broadcast the exercise message and a roll call was held. Dispatchers also made notifications to staff here of the exercise.

Lead dispatcher Patty Viberg volunteered her time to serve as an Incident Dispatcher on Saturday, August 29th in Bellevue. She worked with Elmer Martin to run the event from Bellevue’s EM50 with CAD running on a laptop using a wireless card.

John Stacey advised that at their critique of this incident, it was noted there was a “humming” sound on the radio. Lavelle advised that he and Steven Wisnieski from Bellevue addressed the issue that day and asked the dispatchers to make some changes on the consoles. Stacey also inquired as to whether or not the Douglas County radios have the Sarpy event channels on them. Neil Johnson advised that will be accomplished with the completion of the rebanding project.

Subcommittee Report: None.

John Prince: On September 22, 2009, the records management system will be down for an upgrade.

Elmer Martin: none.

Neil Johnson: Reviewed the rebanding project and advised that not much progress is being made. Still dealing with some administrative issues.

Emergency Management.

PANDEMIC: We continue to meet with the Administration here and with Public Health to refine the pandemic plan for Sarpy County. The next meeting is scheduled for September 9th.

EOC: The EOC was activated for the MARE on August 15th. The following items were tested during the exercise: The AVAYA telephone system, our cellular telephone network, the pagers, the LEO pager system, CODESPEAR, DCO, IM, 800 MHz, trunked and conventional, amateur radio, and WeatherTAP. The DCO application gave the EOC real time video from the base and messaging with the EOC at Offutt and at Douglas County.

LEPC: The outreach committee of the LEPC will participate in the Preparedness Fair on September 13th. Those involved in the Fair, please tell Roseann what equipment your department is bringing so a map of the site can be completed.

PLANNING: Waiting for an IS employee to return from FMLA to finalize the maps for the campus. The emergency plan is in the final draft stage. We look forward in doing the same on the SCSO administration building and the new ball park.

Plans continue for a tabletop exercise to test the plan of using both the EOC and the County Board room in the event of a large scale emergency. Initial planning begins with Gretna for a City/School table top exercise scheduled for November 17th.

72nd CST will hold a full scale exercise in January 2010. The initial briefing has been held with follow up steps scheduled.

City EM meeting was held with information given to all representatives. The LEOP rewrite is due in 2010. Much of the work required of the cities will be distributed to them through the city's EM or liaison.

Lavelle advised attended a meeting of the Tri-County UASI. He advised hard and fast deadlines are coming soon concerning the 2007 and 2008 grant dollars. A thirty day extension was granted to September 25, 2009 to submit for funds. The group is addressing the governance once the UASI dollars are closed out.

Lavelle advised the Public Service Commission is considering changing how the money collected from cellular fees are distributed. Instead of the PSC paying the bills, they propose the money be sent to the PSAPs on a quarterly basis and the local entity paying the bills. These funds would be distributed directly to the PSAPs on a quarterly basis. In Sarpy's case the amount would be approximately \$500,000.

Motion made by Yost, seconded by Stacey to adjourn the meeting at 5:28 pm.