

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

**Minutes of the Meeting**  
**COMMUNICATIONS SYSTEM ADVISORY BOARD**  
**May 4, 2011**

The Communications Advisory Board Committee was convened in open and public session on May 4, 2011 at 5:05 pm, in the Sarpy County Administrative Conference Room. The following members or alternates were present: Rolly Yost, Ed Monnier, Rich Uhl, Bill Bowes, Mark Wayne, John Stacey, Steve Betts, Travis Mayer, and Rod Buethe.

Since there was not a quorum at the March 2, 2011 meeting, minutes were not approved.

**DIRECTORS REPORT:** For those of you that may not know, Larry Lavelle suffered a heart attack on April 10, 2011. He is at home recovering, in good spirits, following prescribed rehab, and feeling good. It is unknown at this time when he will return to work.

STAFFING: Two full time positions were filled at the end of February. One of these trainees is nearing the end of the first phase of training, call taking, and unfortunately, the other trainee resigned today. Anticipated on shift date for the remaining trainee is October 2011. Therefore, we currently have one full time vacancy and one vacant (relief shift) position open. An offer will be made to an individual that was identified as the person to fill the vacant relief shift position. As soon as these positions are filled, we also will be adding three part time call takers to the staff. These individuals will be working 20 hours a week to cover peak hours of the day/night. We have also again this year asked for additional staffing, (4) full time dispatchers, to be approved in the FY12 budget. We currently have one dispatcher starting her 8<sup>th</sup> week of maternity leave (due back June 6), another dispatcher will be taking a 12 week maternity leave in mid to late August, and two dispatchers will soon be leaving on extended medical leaves (both 6-8 weeks).

800 MHZ UPGRADE: Our Motorola representative, John Lemen, has announced his retirement. Motorola will be identifying a new representative that will be the Sarpy County point of contact for the project. In addition, the Project Manager assigned to the Sarpy upgrade is being replaced. Once Motorola has identified the replacement individuals, a new kick-off meeting will be held followed soon by the Contract Design Review meetings. Also, the site inspections have been completed and we are waiting for Motorola's formal report

which will identify any upgrades Sarpy must make to the sites prior to the new equipment installation.

PSIC: We are scheduling to have D&D Communications start installing HPD modems and duplexers. A test car will be sent to them the week of May 9, 2011 to work out configuration issues. More information to follow after test car has been completed.

CAD: Current CAD system was updated week of April 25, 2011. All went well. We are working with Douglas County 9-1-1 to obtain pricing from Motorola for their PremierOne CAD. Current CAD system is coming to HARDWARE end of life. Douglas County hopes to have a contract by the end of the year for a new CAD. Another CAD provider, Tiburon, Inc. will be at Papillion PD on Friday, May 6<sup>th</sup> at 0900 to demonstrate their current CAD product. All are welcome to attend.

LRMS: Training side of LRMS has been upgraded to the version 5.6.7. Testing of the new version has begun, more testing by end users will begin soon.

FACILITY: We continue to work with Administration on a backup facility and a current communications center refresh which includes moving to a temporary location across the hall. It appears that 1819 Farnam has been chosen as the backup facility as the most cost effective location. Several items necessary to enable us to do business have been included in the FY12 budget. Douglas County is working to have the antennas on the Titan Tower adjusted to give Sarpy radios better coverage in the Bellevue area as well as Sheriff's units working east. Mark Conrey has advised us that this process is planned and might be complete within the next month. Along with this, the department is developing procedures to interconnect various talkgroups on the Douglas County system with key talkgroups on the Sarpy County system so that dispatchers operating from 1819 Farnam will be able to communicate with Sarpy field units on their normal talkgroups. The current center refresh will include six new dispatch consoles, new ceiling tiles, cleaning of the acoustical wall treatments, and some replacement of the computer floor. While this is occurring, the staff will be working temporarily across the hall in vacated archive space for approximately 30 days. It appears at this time this will take place in the July-August time frame with concurrent installation of the new radio upgrade. It is also planned to upgrade the VIPER at the same time as well. John Stacey questioned the location of 1819 Farnam as the location for the backup due to the advisory board voting to keep backup facility in Sarpy County. Mark Wayne and Marilyn Gable advised the group that after a cost and operational study was completed of possible locations in Sarpy and at 1819 Farnam, it is most cost effective to locate the backup site at 1819 Farnam.

INTERLOCAL: The City of Bellevue and the county have come to an agreement in regards to the Interlocal . The remainder of the cities have not.

REBANDING: At the last meeting, Jim Tracy advised that the Maxtrac radios will cease to function after rebanding. Departments holding them should plan to replace them as soon as possible. Neil will give an update of this project and the county's plan to assist in replacement of these radios. The Papio Natural Resource District will be sent a letter advising them of the situation with their radios and recommendations for radios/coverage in the future.

OVERALL STATUS OF THE REBANDING PROJECT. D&D Communications has completed rebanding of approximately 1200 of the mobiles and portables. Approximately 300 additional units remain to be programmed. D&D is currently working on the Gretna Fire analog radios. Several agencies who have Spectra radios will be getting new radios to replace them. Those radios have been provided by Sprint / Nextel and are on hand awaiting scheduling for D&D to install them. All mobile and portable work is expected to be completed by July so that the base station equipment portion of the project can take place at that time.

FY12 BUDGET: Copies will be made available to each entity of the budget submittal for the 911 Communications Department for FY12. Significant costs this budget year included are: Additional Staff (4) full dispatchers, Center Refresh/1819 Farnam costs, VIPER upgrade, Computer Hardware/Software, and Voice Recorder and Positron 9-1-1 Phone System service agreement. The budget hearing for our department is on May 17, 2011 at which time the budget will be presented to the county budget committee for review. Final budget approval is not until September, 2011.

**EMERGENCY MANAGEMENT**:

Lynn Marshall: CODESPEAR update, usage, and changes in 9-1-1 Weather Information dissemination. After action meeting for the "Operation First Pitch" full scale exercise is tomorrow.

Meeting adjourned at 1755 hrs.