

JECC User Advisory Committee Meeting
Tuesday, September 17, 2013
Joint Emergency Communications Center

I. Call to Order

Meeting was called to order by Chief Sam Hargadine at 9:00 A.M.

Attendees: UAC Members and Alternates

Gary Kramer, JC Sheriff's Office; Steve Spenler, JC Ambulance Service; Sam Hargadine, Iowa City Police Department; Diane Venenga, North Liberty Police Department; Roger Jensen and John Grier, Iowa City Fire Department; David Stannard, Coralville Fire Department; Dave Wilson, EMA; and Eugene Beard, Johnson County MAA.

Staff and Guests

Brandon Siggins, Tom Jones, Nick Trenary and Kathy Hoskins, JECC; Charlie McClintock, Cedar Rapids Police Department.

II. Review minutes of the July 16, 2013 meeting.

A motion to accept the minutes was made by Eugene Beard, second by David Stannard. Motion carried.

III. Changes/additions to the agenda.

N/A

IV. Executive Director's Update

Tom Jones reported that Linn County and Johnson County communications were connected the previous evening, September 16, 2013, and all went well. Charlie McClintock is attending today and will be attending the UAC meetings in the future. The Johnson County radios will need to be programmed with Linn County radios. Maquoketa LEA was taken off of the system and possible if Muscatine LEA is not being used much, it will be taken out as well, along with Area 11 and the Iowa State Patrol. Jones said this combination of systems will hopefully give both entities more bargaining power for future radio purchases in the future. Jones also reported the Policy Board wishes to have him send out an RFP soon to check on maintenance contracts.

Steve Spenler asked when this will need to be completed and was answered by Tom Jones that they will start with the basics and Tom will send out banks to everyone. Tom will also get Honeywell account set up so batteries can be purchased by all entities at a reduced rate.

The TAC10 part is done. The Harris Maintenance Contract has now been approved and the RFP process can be started. All expirations on radios will now be the same instead of staggered dates. With this new Contract, we have an opt-out clause that we can give 90 days' notice to terminate the Contract.

The Oakdale Tower contract for damage by a third party has been taken care of.

V. Charlie McClintock Comments

McClintock says the system sees the two counties as one county. The towers will share support from Linn County towers and our towers to them. All radios will need to be sent here for re-programming and they can be converted to our frequencies and vice versa. Gene Beard asked whether the day to day operations would be affected by the change and the answer was no.

VI. Dispatcher Supervisor's Update

Brandon Siggins brought up bank alarm call handling for discussion.

Siggins also discussed procedures for special group callouts.

Another policy being used is the lead dispatchers are to contact the on-duty officer to make sure they are hearing from an officer or if they are missing calls. Open communication is the best solution to resolving problems or issues that arise so they may be addressed promptly.

Gene Beard suggested dispatch call on the phone to the Chief instead of the whole department and the call will be disbursed by the Chief.

1. Remind the officers to use the agency number in front of their number (ex. Coralville 376 vs. 376.)
2. Also remind officers to maintain proper radio etiquette.

VII: Fire/EMS and Law

Law – Nothing to report.

EMS – Dave Wilson reported the STR is arriving next week; they are receiving a total of 3 vehicles.

Fire – Roger reported notes are still not going to the fire department. Event channel needs to show on the Fire channel. John Grier did report that the fire department's re-accreditation went well and a good report.

VIII. Other business

Sam Hargadine said the committee is looking for next year's UAC chair. As Fire needs to be Chair, it was asked if Gene Beard would serve as the Chair and Steve Dolezal will be Co-chair. Grier made a motion to approve these two positions, second by Hargadine. Motion passed.

IX. Next JECC-UAC regular meeting: November 19, 2013 at 9:00 A.M. at the JECC.

IX: Adjournment

Meeting adjourned at 9:55 A.M.