

JECC User Advisory Committee Meeting  
Tuesday, December 07, 2010  
Joint Emergency Communications Center  
4529 Melrose Avenue

Minutes -REDACTED

**I. Call to order**

The meeting was called to order by Barry Bedford at 9:00 AM.

**II. Review minutes of the November 16, 2010 meeting (see attachment)**

A motion to accept the minutes as amended was made by Andy Rocca and seconded by Rick Wyss; motion carried.

Attendees: UAC Members and Alternates

Barry Bedford, Coralville Police Department; Gary Kramer, Johnson County Sheriff's Department; David Visin, University of Iowa DPS; Sam Hargadine, Rick Wyss and Jim Baker, Iowa City Police Department; Jim Warkentin, North Liberty Police Department; Andy Rocca, Iowa City Fire Department; Dan Smith, Johnson County MAA; and Steve Spenler, JC Ambulance Service; and Orey Schwitzer, Coralville Fire Department

Staff and Guests

Tom Jones, Nancy Sereduck and Nick Trenary, JECC; Randy Johnson and Terry Brennan, RACOM; Mark DeGroot and Mark Wodderson, TAC10; Burel Lane, Harris; Dave Kaun from Elert & Associates via conference call; and Karen Mutchler, Coralville Police Department.

**III. Changes/additions to the agenda**

Andy Rocca requested that discussion about the CAD monitor license be addressed in other business. It was added to VI. Other Business, Item E.

**IV. Interim Director's Update – Jones**

**A. Update on radio integrity testing**

Dave Kaun from Elert was contacted via telephone. Tom Jones discussed meeting last week with the Policy Board regarding acceptance procedure for the radios. The Policy Board decided that they will approve final acceptance based upon the recommendation from Elert and JECC staff. They also required the radio integrity testing to be thirty (30) continuous days. Due to some failures and subsequent fixes, the testing was re-started on November 22, 2010, and should be completed by December 22, 2010.

Tom Jones advised there will be one general release update from the manufacturer but it doesn't interrupt users; should be done as soon as possible and only applies to SmartNet users. All the rest of the radios will wait until acceptance.

Dave Kaun advised that their assessment and recommendation turnaround time should only be a couple days after the testing is completed, assuming there are no unforeseen issues.

The next Policy Board meeting is January 28, 2011. If the punch list is taken care of, and with the recommendation from Elert and the JECC, a special meeting could be called to authorize acceptance the first week in January. UAC will make a recommendation to set a special meeting and acceptance in order to get the portable radios out to the end users as soon as possible.

## **B. Other**

Tom Jones gave a budget update. Need to look at reduction of costs.

Terry Brennan advised that a manufacturer's warranty is not the same as a maintenance program – there is still wear and tear on equipment not covered by manufacturer. Terry asked who is going to pay for items not under the warranty/maintenance. There is currently a one (1) year maintenance contract on the radios, which includes reprogramming. A procedure for how this will be handled needs to be established prior to all radios being disseminated.

Tom Jones wanted to remind us that all radios currently in use need to be reprogrammed.

There was a short discussion about user agreements and what each agency needs to fund – accessories, some consumables and damage due to negligence.

## **V. Fire\EMS and Law**

### **A. CAD/FSA/Firehouse interface status – Rocca/TAC-10**

The Firehouse interface is close to being finalized – version running in background. There are still some concerns about the times. Mark DeGroot from TAC10 advised he has not seen any information regarding call processing; Roger will get information on specific CFS to TAC10 to check issues, to see if times are going to the right places and the reliability. Jim Baker advised he is checking some fire calls to cross-check with CAD to see how the times correspond.

### **B. Update on progress of the on-line process for Agencies to get call information & times**

Steve Spenler would still like access to CAD to obtain call times. Mark DeGroot advised the easiest way would be through CFS in RMS. Steve will call Bill Horning at Johnson County to get an account and set up access to CAD.

Dan Smith advised the Mutual Aid Association would like the same type of resolution; they are just getting faxes now. There are seven to eight stations/departments that need incident numbers and times. TAC10 was asked if they could develop a program for this purpose. Mark said the easiest way would be to push the calls to a website for access. Tom will talk with Mark and will try to get this issue resolved.

## **VI. Other business**

### **A. Additional comments from TAC-10**

Mark DeGroot wanted to talk about some contract issues and the non-signing of the contract. Training that was requested by the JECC and the Ztron interface were all additional work outside the contract. Mark will make a detailed list of those items to Tom Jones and Andy Rocca for their verification that the work was requested and completed.

UAC will continue to recommend that the Policy Board and TAC-10 resolve the contract issues so we can all move forward without additional delay.

Mark DeGroote wanted to know how we were going to handle GeoComm maintenance payments. Tom Jones will evaluate the options and make a recommendation.

**B. Additional comments from RACOM**

None.

**C. Additional comments from Harris**

None.

**D. Additional comments from Elert**

None.

**E. CAD monitor license (addition to agenda)**

Andy Rocca wanted to know who would be responsible for the cost of the license for the CAD Monitor. This item is used by the CAD to export times to the Firehouse software. This functionality was present with the old CAD system, so he felt this should be included with the new connectivity. Will the JECC be paying for the license? Tom will check with Jeff Stone. This issue must be addressed immediately since the license expires next week. UAC will recommend to the Policy Board that this be paid by JECC.

**F. Other**

Short discussion on call types A suggestion was made regarding a possible quarterly meeting in the two subcommittees reference call type additions/deletions to ensure consistency. No further action was taken on this point.

**VII. Next JECC-UAC regular meeting: January 18, 2011, 9:00 AM at the JECC**

Next Policy Board meetings: December 17, 2010 and January 28, 2011.

**VIII. Adjournment**

A motion to adjourn was made by Jim Warkentin, seconded by Sam Hargadine. Motion carried. Meeting adjourned at 10:27 AM.