

# Eaton County Emergency Communications Subcommittee Meeting Minutes

Thursday, December 17, 2020 @ 1000 hrs

## **Call to Order and Roll Call – 10:00 hrs**

Phillip Miller, WTES  
Chris Anderson, Prosecutor's Office  
William Fabijancic, WTES  
Dietrich Speights, MSP  
Kelley Cunningham, ECCD  
Michael Armitage, ECCD  
Paul Brentar, CPD

## **Others in Attendance -**

Ryan Wilkinson, Emergency Manager

**Introduction of New Members and Guests** – Everyone introduced themselves.

**Reading and Approval of Minutes of the September 2020 Meeting** – Motion to approve the September 2020 meeting was made by William Fabijancic and seconded by Paul Brentar. Motion carried.

## **Old Business**

Law Enforcement Subcommittee Report – There was no update.

Fire/EMS Subcommittee Report – William Fabijancic gave an update on the November 2020 meeting.

Central Dispatch Operational Report – (Michael)

- Two are in training and are doing great.
- One is in the hiring process and we hope to have a start date in January 2021. This person comes to us with experience from a neighboring dispatch center.
- So far, none of the staff has had COVID although some have been out for an extended time due to exposure and symptoms.

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## Central Dispatch Project Updates – (Michael)

Fire Department Radio Talk Groups – In November, we tried combining two talk groups into one for fire department dispatching. There was a problem behind the scenes affecting pagers so we went back to two talk groups for now. Michael said we would try it again when he can devote more time to it.

Michael discussed the COVID procedures that have changed when asking the caller questions. The changes have been reviewed with the Tri County Medical Control Authority.

The budget to purchase radio equipment for all of the agencies is \$100,000. The requests came in a little over the budgeted amount, so Michael will be working on paring the requests down with the help of the Law Enforcement Subcommittee and the Fire/EMS Subcommittee.

A new CAD system is a future project that Michael will be working on. He will send all agencies a SurveyMonkey after the first of the year for suggestions and recommendations of what agencies would like to see in a new CAD system.

CAD 8 – The supervisor's office in dispatch will be getting improvements after the first of the year with new paint and carpet. A dispatch console will be in the office for an eighth CAD position, which will be helpful for training and busy times.

Michael discussed the recent radio issues. A faulty BDA was found in Grand Ledge. The BDA was not one of ours. There was also a problem at the Fox 47 tower in Eaton Rapids. We are currently working with Motorola to resolve that problem, which is under warranty.

Michael wondered if agencies have an interest in moving from CDs to USB drives for their recording requests. Michael feels CDs are becoming outdated and newer computers/laptops are not installing CD burners anymore. Chris Anderson from the Prosecutor's Office said that his office is also exploring different options. He would prefer recordings stored digitally rather than on CDs or a USB.

## **New Business**

None

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**Next Meeting Notice** – Thursday, March 18, 2021, 10 a.m.

**Adjournment** – Motion to adjourn was made at 10:15 a.m. by William Fabijancic and seconded by Detrich Speights. Motion carried.

DRAFT