



9-1-1 Planning Committee
Tuesday, June 26, 2012
2:00 p.m.
Summary
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Location: Cuyahoga County-Public Safety & Justice Services,
310 W. Lakeside Avenue Cleveland, OH 44114

Members Present: *Norberto Colón*-Cuyahoga County; *Martin Flask*-City of Cleveland; *Greg Baeppler*-City of Parma; *Mayor Joseph M. Cicero, Jr.*-Mayor of Lyndhurst; *Sherri Lippus*-Olmsted Township Trustee

Guests: *Chief Steve Szeregy*-Gates Mills Police Dept.; *Nancy Kolcan*-CECOMS/911 Coordinator; *Brandy Carney*-Office of Emergency Management; *Paula Young*-Public Safety Grants

- I. Call to Order** –Norberto Colón called the meeting to order.
- II. Roll Call** – Roll call of voting members determined a quorum in attendance.
- III. Public Comment** – None.
- IV. Approval of Minutes – February 8, 2012 Meeting**
 - ◆ Motion to approve the minutes of the Feb. 8, 2012 meeting:
 - ◆ Martin Flask moved; Norberto Colón seconded; all in favor; Sherri Lippus abstained.
- V. 9-1-1 Coordinator Introduction**

Nancy Kolcan 9-1-1 Coordinator in CECOMS was introduced and gave an overview of her background with experience in administration and as a dispatcher. Primary responsibilities will include coordinating quarterly PSAP meetings, compiling monthly statistical reports, as well as being the liaison for the PSAPs. She will be instrumental in updating the 9-1-1 Plan, as the 2006 plan revision was to include update of the PSAPs, and was not done; it will need to be completed with the current 9-1-1 Plan amendment.
- VI. CSU Agreement *Action Item/Vote**

Norberto Colón discussed the County Executive’s request for a perspective on consolidation of dispatch centers within a two, five, and ten year timeframe, and a goal of five regional dispatch centers. The Cleveland State University (CSU) Proposal: Dispatch Center Consolidated Feasibility Studies will conduct three feasibility studies, to include no more than six jurisdictions, with up to six scenarios for consolidation study. A similar study was conducted successfully in the City of Parma.

Action Item/Vote

- ◆ Motion to Discuss the CSU study:
- ◆ Roll Call Vote: all in favor; none opposed.



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The group discussed funding source and project schedule for the study. 9-1-1 Wireless funds would be used. Garnering community participation to accurately assess the needs of Cuyahoga County, pros and cons of mandatory versus voluntary participation was considered. It was noted with no central authority to determine protocols this committee can be a decisive body for this process, as there are many communities who are interested.

Asked if the state will make consolidation mandatory; at this time no, but future possibility is not ruled out. Preliminary assessment of three scenarios with six communities (southeast and southwest) was proposed. Norberto Colón will work with Paula Young, Chief Szeredy and Nancy Kolcan.

Action Item/Vote

- ◆ Motion to Accept the CSU study:
- ◆ Greg Baeppler moved; Norberto Colón seconded; all in favor; none opposed.

VII. PSAP Quarterly Meeting Overview

Meetings were defined to present information to PSAP managers on issues related to 9-1-1 and County initiatives. Brandy Carney reported on the recent meeting and discussions surrounding Emergency Medical Dispatch (EMD) and recommended countywide protocols/training; 20 communities have no EMD. Amber Alert presentations were made to law enforcement officials.

- ◆ **Next Meeting** – July 25, 2012.10:00 a.m., Strongsville.

Norberto commented on the County's internal audit of 9-1-1 funds spent since inception currently in progress, as well as the pending CRIS audit leading to a full audit of all funds. He noted funding-per the Ohio Revised Code (ORC)-is to be used for five PSAPs per county, and the probability that funds were misspent in the past. The result of the audit will be presented at the next quarterly meeting.

VIII. Technical Advisory Committee (TAC) Update * Action Item: Review & Approve RFP

Chief Szeredy reported on TAC progress since February. Committee represents all disciplines, police, fire, emergency management, townships and state highway patrol. Site visits to other county agencies and trainings have taken place. Equipment requests were prioritized based on regional focus and those in imminent danger of failing.

Recommendations for the completed Request for Proposal (RFP) for the ANI/ALI Controllers would be to initiate the project with 4 controllers and 100 work stations; to include an additional study to determine placement of the equipment once a vendor is selected. Group discussed the option of county owned equipment versus vendor hosted, noting technology updates and cost issues.

Norberto recommended changing the number of controllers from 4 to 5. It was noted an increase in the number of controllers would increase the cost of the RFP. Further discussion to be had later on location of the equipment.



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Action Item/Vote

- ◆ Motion to approve the recommendation for five (5) controllers and 100 workstations:
- ◆ Mayor Cicero moved; Sherri Lippus seconded; all in favor; none opposed.

Norberto expressed concern about the process and wants to insure proper procedure is taken; and those who will use the systems (dispatchers) be included in the selection process.

IX. Legal Review of Wireless 9-1-1

Discussion is tabled until the next meeting. County Law Dept. review will be sent by e-mail prior to the next meeting; to include ORC, PUCO and Ohio Attorney General Opinions. For discussion will be allowable expenses, and necessity of the Technical Advisory Committee (TAC). At this time, the TAC is necessary; when the 9-1-1 Plan is updated, a provision must be made as to the removal of the TAC; if not, the TAC must remain active.

X. 9-1-1 Plan Amendment Update

Norberto will complete a draft of the 9-1-1 Plan update for review; items that must be included are a priority spending plan, networking, PSAP update, and a provision for the Technical Advisory Committee as stated above.

XI. Executive Session - None.

XII. Adjournment

Motion to adjourn made by Greg Baeppler; Norberto Colón seconded.
Meeting adjourned at 3:30 p.m.

Next Meeting Discussion: Wireless 9-1-1 Fund Legislation/Reauthorization