



**EDWARD FITZGERALD**  
Cuyahoga County Executive

Public Safety & Justice Services

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**Cuyahoga County**  
**Office of Emergency Management/CECOMS**  
**Quarterly PSAP Meeting**  
**Cuyahoga Heights Village Hall Auditorium**  
**April 24, 2013 – 10:00 a.m.**

**Minutes**

1. Public Comments
  - There are no public comments
  
2. 911 TAC Committee Update (Chief Steve Szeredy)
  - Emergency Call Works may be partnering with AT&T for networking side of the project
  - Equipment will be leased, not owned by the County
  - Kick-off meetings for PSAP's are to be determined, but hoping to begin in June
  - Project manager to be determined
  - PSAP's will be asked to complete a survey and/or be visited by project manager/team
  - 911 Committee will determine priorities
  - Chief Szeredy will retire in May. Sgt. Greene from Parma Heights will take his place on Committee.
  
3. Cuyahoga County PSAP Consolidation/911 Legislative Update (Brandy Carney)
  - Cuyahoga County has a commitment to transparency.
  - 911 Planning Committee responsible for maintaining and updating the Countywide 911 Plan
  - 911 TAC Committee members appointed by 911 Planning Committee.
  - Cuyahoga County 911 Consolidation Plan
    - Plan purpose to provide overview of current state of 911 and offer framework for establishment of consolidated 911 systems countywide.
    - Current state of 911 in Cuyahoga County is not acceptable
    - Plan includes consolidating down to 4 PSAP's in 10 years.
    - Participation in consolidation is voluntary
  - Legislative Updates
    - ESInet Committee established to advise state of 911 services statewide
    - Will release report on May 15, 2013 which should provide recommendations for development of statewide emergency services network.
    - Limitation on the number of PSAP's per county for disbursement of 911 funding



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- HB 360 requires the ESInet Committee to adopt rules by January 1, 2014
  - PSAP's must comply with the ESInet Committee's standards within two years of effective date.
  - Prohibits disbursements to a countywide 911 system from the wireless fund or NG911 fund unless PSAP complies with rules establishing technical and operational standards.
- 10 Year Framework discussions have already begun throughout Cuyahoga County
  - Consensus that 45 PSAP's is too many for Cuyahoga County
  - 10 years is reasonable timeline for consolidation efforts to occur
  - Timeline may be accelerated based on recommendations of ESInet Steering Committee
  - Recommendations from the ESInet Steering Committee may include financial penalties for not meeting recommendations per County.
  - May include complete forfeiture of funds for entire county or reduced rate of funding
  - 911 Funding will ultimately be distributed to four PSAP locations based on a formula develop by the 911 Planning Committee
- Strategies for implementation may include full/physical consolidation, co-located consolidation and virtual consolidation or shared services.
- Cuyahoga County will offer strategies to help communities consolidation efforts
  - 911 Consolidation Shared Services Fund
  - Program Management
  - Project Management
  - Assessments: Feasibility Assessment, Financial Feasibility Assessment; Technology Assessment
- 911 Consolidation Shared Services Fund
  - Ordinance O2013-0010 addresses this fund
  - Proposed initial budget: \$1,500,000
  - Funding source: General Fund reserve dollars that went unspent in 2012 in the Justice Cluster
  - Fund purpose is to further County efforts under the 911 Consolidation Plan by providing financial resources to communities engaging in 911 consolidation efforts
  - Fund will support physical infrastructure, technical infrastructure, professional services and equipment
  - All applications will be reviewed by a three person Fund Review Committee who is responsible for determining all eligibility and application requirements
  - First meeting of Fund Review Committee will be scheduled in the coming weeks



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4. Cuyahoga County EMD Update (Nancy Kolcan)

- EMD Committee formed in May, 2012
- Conducted survey to better understand current state of EMD in Cuyahoga County
- Recognized the need for baseline, standard EMD protocols throughout the County
- Examined 3 providers and submitted recommendation to Cuyahoga County Emergency Services Advisory Board to select APCO, Intl. as the county's provider of EMD
- Program timeline consists of 3 Phases
  - Phase I: Train the Trainers began in April and is scheduled to be concluded by the end of July
  - Phase II: Train CECOMS staff is scheduled to begin in August and continue through the end of December.
  - Phase III: Train PSAP Staff is anticipated to become available for all participating PSAP's beginning during the first quarter of 2014
- EMD training classes and support for QA/QI and Continued Education will be available through CECOMS
- Pre-requisites for dispatchers includes current CPR certification and Public Safety Telecommunications (PST) or equivalent
  - CPR certification can be obtained through an authorized organization or your Fire Department
  - PST certification can be obtained through CECOMS after August 1, 2013 or APCO will accept letter on department letterhead stating equivalent training has been completed internally.
- Preparation Checklist
  - Identify staff member who will manage program at PSAP level
  - CPR Certification for all participating dispatchers
  - PST training or letter from department Chief
  - Budget for backfill of schedule and course manuals.
  - Class will be 32 hours of in class instruction
  - Manual cost will be \$89.00 per student

5. Old/New Business

- No old or new business was discussed

6. Next Meeting

- Next Meeting tentatively scheduled for July 17, 2013. Location to be announced.