



AGENDA

- I. Welcome and Pledge of Allegiance
- II. Roll Call
- III. Approval of Previous Minutes (Review in Advance)
- IV. E911 Director's Report
 - a. Staffing
 - b. Update on Software Implementations
 - c. Calls for Service/911 Call Stats
- V. RRC/ Committee Reports
- VI. Old Business / Updates
 - a. CAD/RMS Project Update
 - b. Addressing Standards
 - c. GIS Layering Standards
- VII. New Business
 - a. GA Ports Procedure
 - b. Fort Pulaski Update
 - c. Winborne Assessment Update
- VIII. Adjourn



Chatham 911 Communications Services
E-911 Executive Advisory Board
Memorial Stadium
101 John J. Scott Dr. Savannah, GA 31406
October 16, 2019

I. Welcome

Dennis Jones opened the meeting at 11:03 a.m. and led all in the Pledge of Allegiance.

II. Roll Call

Dennis Jones called the roll. The following members were present:

- Dennis Jones, CEMA
- Michael Kaigler, Chatham County
- Linda Cramer, Chatham County
- Chief Tyler, Bloomingdale
- Mr. Frank Neal, Thunderbolt
- Dr. Frank Davis, CES
- Ron Feldner, Garden City
- Captain Chad Riner, GSP
- Chief Terry Enoch, BOE

Also Present:

- Russ Palmer, 911
- Kelvin Lewis, Chatham County
- Nick Batey, ICS
- Aaron Thompson, CEMA
- Lara Hall, GIS
- Chuck Kearns, CES
- Barbara Immel, CES
- Chief Jeff Hadley, CCPD
- Kristi Norman, CEMA
- Assistant Chief Aaron Graves, BOE

III. Approval of Previous Minutes

The minutes from the September meeting needed approval. The minutes were reviewed and approved.

ACTION:

Chief Tyler moved to approve the minutes as distributed. Mr. Neal seconded the motion which carried unanimously.



IV. E911 Director Report

Deputy Director Russ Palmer reported on several items:

a. Staffing

- The Communications Officer position is open until filled. As of Monday, 68 applications were received. Fifty-three of the applicants were forwarded for critical testing and they've received some of the results back. They were able to schedule 11 interviews for the individuals who passed all of the testing, 6 were completed and 4 were forwarded to background testing with the police department.
- Two vacant Tell-Type positions are open and they are currently conducting interviews for that position. Six trainees are in various stages of the training program and the newest trainees will be completed with the call taking phase of the program by the end of the month.

b. Update on Software Implantations

- The CAD and Zoll integration is scheduled for implantation on October 28th. Jina will work with Nick's team on that.
- The EMD (Emergency Medical Dispatch) software Cashlight and Rapid SOS is available on all workstations and they both are being used by staff. There have not been any issues with the software so far.

c. Call for Service/911 Call Stats (Copies of 911 call stats were distributed to the Board)

- Ms. Cramer asked if the call stats revealed anything surprising. Mr. Palmer replied he was surprised that they are a little slower on their 911 calling year-to-date compared to last year.
- Mr. Jones asked if the QA (Quality Assurance) position was filled. Mr. Palmer replied yes. Mr. Jones advised they created a QA committee which is a subcommittee of the EAB. It may be a good idea for them to meet with her.
- Ms. Cramer asked if the response time can be added to the call stat report. Mr. Palmer replied yes, they will add it.



V. RRC/Committee Reports

Mr. Lewis stated he had nothing to report. The RRC subcommittees have not met since the last meeting, but there may be a post-meeting next month.

VI. Old Business/Updates

a. CAD/RMS Project Update

Mr. Lewis reported they have been very active with the CAD and RMS project. He will have a definitive answer whether or not they will split the November RFP date to ensure they include everything. They've completed the first homework assignment which was to build a background information about the various municipalities and agencies. They are now in the process of creating and identifying work functionality which was sent to all the CAD and RMS subcommittees as their second homework assignment. Various agencies and subcommittee heads have been reaching out to law enforcement and other committees so far everything is looking good. Hopefully, at the next meeting he will have an update if they will release the RFP in November or move it to December. One component they want to include is the forest fire RMS.

The only areas of concern is the GIS component.

Mr. Jones asked if there is an updated timeline. Mr. Lewis replied they will like to release the RFP in November, but it depends if everyone does their homework and have it in on the 18th. If the deadline is met they will be on schedule.

Ms. Cramer asked if the RFP goes out in November they should receive responses at the first of the year. Mr. Lewis replied yes, because with the holidays it will be tough. They will also be evaluating different approaches to do the review and make recommendations back to the EAB so they can advise the next steps.

Ms. Cramer asked who will evaluate the RFP.

Mr. Lewis replied it will be the initial subcommittee that they identified as the CAD and RMS committee; they will be the catalyst and review the requirements. After the subcommittee review it, everyone that is a part of public safety will have the opportunity to review it as well.

Mr. Palmer seconded Kelvin's GIS concerns.

Mr. Batey asked what is the concern with GIS.



Mr. Lewis stated he rather not discuss.it at the moment.

Mr. Kaigler advised Mr. Smith will schedule a meeting in the next two weeks.

b. Addressing Standards

Ms. Hall advised a meeting will be held next Thursday from 10:00am-11:00am in the Engineering conference room.

c. GIS Layering Standards

Ms. Hall advised that the same applies.

VII. New Business

a. GA Ports Procedure

Mr. Palmer reported Georgia Ports representatives reached out to them to streamline some of their responses to the 911 center because they had some issues in the past. They went out and met with them and were able to obtain updated addressing points and maps. Jina was able to update the CAD and GIS information at the 911 center and she also shared it with Lara to update the response to the ports. They are currently waiting for representatives from Georgia Ports to contact Chief Kearns so they can schedule a meeting.

b. Fort Pulaski Update

Mr. Palmer reported they met with the Chief at Fort Pulaski. They are currently trying to rebuild their police department and will be hiring additional officers. They had conversations with GBI and GCIC on how to handle their information which is on hold until they speak with the County Manager.

Mr. Palmer informed the Board the emergency heat came on in their building which may have caused some issues. He will provide an update once the problem has been assessed.



c. Winborne Assessment Update

Mr. Jones stated this is more of a discussion.

An assessment was conducted 2 ½ years ago about recommended improvements for the 911 center. It has been 18 months since they have started working on some of the improvements. He asked the Board to bring back to the next meeting an update where they are with those improvements and what has been accomplished.

VIII. Open Floor

Mr. Jones asked Chief Enoch how's the integration with the school board.

Chief Enoch advised they are making progress but Captain Rodriguez can give more details since he has been working with the director. They've been providing a lot of data on calls for service. They've also looked at how staff will integrate and the cost associated with that. A tentative timeline was set for January for the transition to take effect. Within that timeline they have policies, training, meetings and discussions that will take place to get the outcomes they've been looking for. Captain Owens, Diane, and the Director have had detailed discussions and they are providing the requested information to make progress.

Ms. Cramer advised they have a meeting scheduled internally to review the discussion points.

Dr. Davis expressed his concerns when they go live with the new CAD and RMS system. They would still need a proprietary software that would allow them to priority dispatch.

Mr. Batey advised they have not gone through the RFP as of yet so they don't know the capabilities that are available to vendors. It is best to wait on the RFP.

Chief Kearns introduced Barbra Immel who is the new Chief of EMS.

Mr. Feldner reported they are almost complete with their implementation of SSI.

Chief Riner advised they are slowly getting back to normal after being infected with ransomware.



IX. Adjourn

The next meeting will be held on November 15, 2019 at a location to be determined.

There being no further business to be discussed, Mr. Jones declared the meeting adjourned at 11:36a.m.

Dennis Jones, Secretary

Minutes Prepared by:
LaTeia Parker
Assistant to the Clerk of Commission