

Minutes for the June 8, 2006 Public Safety Communications Board Meeting

1. Action to date by the Sheriff, City and County Commissions
The Sheriff, County and the City Commissions agreed to combine all communications in regards to public safety and created the Public Safety Communication Board.
2. Nomination of Chair and Vice Chair for the PSCB:
Parwez Alam, Chair
Anita Favors Thompson, Vice Chair
3. PSCB replacing the existing 800 MHz Management Oversight Committee (MOC):
PSCB replaces the MOC.
It was recommended that Don DeLoach brief the Board on the current issues in front of the MOC.
4. Broad Policy and Direction:
 - a. Current and future statuses of all existing dispatch employees:
Board agreed on the assessment that no one should lose their job as a result of the consolidation. Existing dispatch employees will remain employees of their respective agencies.
 - b. Authority of all dispatchers to dispatch any units legally available to provide services (i.e. Police, Sheriff, Fire, EMS):
Discussion occurred regarding the authority for all dispatchers to dispatch units. Specifically, discussion between the Sheriff and Police Chief involved the existing mutual aid agreement and the City Police Officer's role in responding to calls in the unincorporated area.

Anita Favors suggested looking at the Mutual Aid agreement at the PSCB meeting in order to determine if any modifications to the Mutual Aid agreement will be required with the implementation of the joint dispatch.

Risk management issues were also raised as a possible avenue that needs to be reviewed.

Parwez Alam addressed the issue of the immediate future of the two dispatch centers. The Board agreed that each center would continue to operate in its current fashion until an agreement is reached regarding the implementation plan.
5. Next steps:
 - a. Issuance of a Request for Qualifications (RFQ) for purposes of hiring a consultant to develop consolidation plan; emphasis on immediate steps that can be taken prior to actual physical consolidation occurring.
Publish an RFQ; the RFQ would be published in the appropriate industry journals
RFQ scope is to include the following:
 - Personnel integration
 - Technology integration
 - Location for the dispatch center
 - Financial (setting the budget)
 - Time Line

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5. Continued:

Out of these responses, the PSCB will choose a limited number to provide a response to a more detailed Request for Proposal (RFP)

Representatives for the Sheriff, Scott Bakotic; County, Alan Rosenzweig; and City, yet to be determined; will be responsible for drafting the RFQ.

a. Development of Tri-party inter-local agreement: Sheriff, City and County

An agreement is to be drafted between the Sheriff, City and County and brought before the County and City commissions. A draft of this agreement will be presented at the next PSCB meeting.

b. Begin drafting a job description for a Director of Public Safety Communications; proceed with parallel process of RFQ and hiring

A job description for the Director of Public Safety Communications is to be drafted between the County and City Human Resources Department with input from all members of the PSCB. It was suggested that each Board member be interviewed by the County/City HR in order to get a description of what each entity is looking for in the Director.

ICMA and the Association of Public Safety Communication Officers were suggested search sites for possible job descriptions and research.

c. Funding and compilation of existing Budgets

Compile all current expenditures for dispatch from Police, Sheriff, Fire and EMS.

6. Next meeting date:

June 27, 2006 at 11:00am in City Hall – every meeting there after will be held on the second and fourth Thursday each month.

On the agenda for the June 27th meeting:

- MOC presentation in regards to critical technology and the current status of the MOC (invite Mr. Don DeLoach)
- Discussion of the Mutual Aid Agreement
- Review the Draft Tri-party Interlocal Agreement
- Review the Draft R.F.Q.
- HR information for the Direction of Public Safety Communications

Meeting adjourned at 12:15pm.