

911 COMMUNICATIONS COMMISSION
May 16, 2012

Chief Liggett called the meeting of the 911 Commission to order at 1:39 p.m. on May 16, 2012.

Members present. Chief Brad Liggett, Beloit Fire Department; Lt. Jay Koehler, Evansville Police Department; Gerry Luiting (Alternate), Janesville Fire Department; Chief Rich LeFeber, Town of Turtle Police Department; Deputy Chief Tom Dunkin (Alternate), Beloit Police Department, Deputy Chief Danny Davis (Alternate), Janesville Police Department

Members Not Present:; Assistant Chief Gene Wright, Town of Beloit Fire Department; Sheriff Bob Spoden, Rock County Sheriff's Office; Chief Brian Demrow, Edgerton Fire Department

Others present. David Sleeter/Kathy Sukus, Rock County Communications Center; Dara Mosley, Rock County IT; Courtney Doberstein, Citizen

1. Call to Order and Approval of Agenda
Approve Agenda? Unanimous
2. Minutes – March 21, 2012
Motion to approve minutes as written by LeFeber. Second by Luiting. Minutes approved.
3. Comments from the Public – No Comments
4. Quality Assurance Quarterly Report
Sleeter distributed 2012 1st Quarter Quality Assurance Report and stated it was another good quarter with a 37% rate of return.
5. Rock County Police/Fire/EMS Facebook Page
There is a "Rock County Fire and EMS" Facebook page that agencies should be aware of. The page is updated by a citizen who is monitoring police and fire/EMS radio frequencies, but the page itself is deceiving, as it looks like an official Rock County agency sponsored page. Posts are worded in a way that sounds like they are speaking of behalf of public safety agencies. There is a disclaimer that explains how they get their information, but it is not in a visually obvious spot. Liggett expressed a major concern about this would be officer safety. It was decided that Facebook administration or Corporation Counsel be contacted and their response brought back to the Commission.

6. Analog to Digital Radio Project Update

The fire paging frequency was converted to narrowband analog last Monday. Overall, the switch went well and any minor issues are being worked out now.

A functional testing of the digital voice radio system has been scheduled. The test will be done during dayshift hours, with Beloit Police Department testing on June 12, the rest of law enforcement on June 13, and all Fire/EMS agencies on June 14. A date for the permanent cutover to digital will be decided based on the outcome of the functional tests.

7. Tow Rotation Guidelines

Sukus stated 38 applications were sent for the updated tow rotation list. Twenty-five have been sent back to the Communications Center, but 23 of those were incomplete applications. Sukus reiterated that the requirements outlined in the application were taken from the Wisconsin Department of Transportation's guidelines. Those guidelines were set in place with the assistance of the Towing Association.

Once Sukus receives more applications back, she will send the application information to the primary law agency (where business is located) so they can verify the information and approve or deny the application. If the application is approved by the primary agency, it will be forwarded on to the next agency that the company wishes to do "non-preference" tows for and so on. If a tow company is denied by any of the agencies, the tow company will be referred back to that agency for any concerns or questions about the decision since the Communications Center is only passing on the information and does not make any decisions on who is approved or denied. If the company is denied and resolves the issue(s) that caused their application to be denied, Sukus will pass that information on to the agencies for reconsideration. Currently only the City of Beloit, Town of Beloit, City of Janesville and the Rock County Sheriff's Office are involved in the application review process. The other agencies have decided that they will use the area rotation for their municipality that the Sheriff's Office approves.

8. Policy Updates

One more policy needs to be updated due to recommendations made by CALEA. Any questions regarding policy changes? None. Motion by Koehler to accept policy changes made to G2-Goals & Objectives as written. Second by LeFeber. Changes approved.

9. Informational Items & Updates

I. Communications Center News

The 2011 Communications Center Annual Report was distributed to Commission Members. A report review will be put on the next 911 Commission agenda.

The Communications Center had its on-site inspection for CALEA reaccreditation. It was a positive visit and the Center stands a good chance of being recommended for reaccreditation at the CALEA conference this summer.

Two new employees have been hired to fill a call taker and telecommunicator position. All positions have been filled and an eligibility list has been established.

Sleeter stated a review of emergency call processing was completed for the 1st Quarter of 2012 with 97.29% of 911 calls being answered in less than 10 seconds (less than two rings).

II. IT News

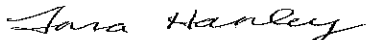
A microwave link upgrade was installed at the Communications Center backup site at the Town of Beloit Fire Department. This will support the CAD upgrade. Mosley stated there will also be a new South Station access point this summer.

The vendor for the new Records Management System was voted on today, and Spillman was chosen.

10. Next Meeting – July 18, 2012

11. Adjournment – Motion Luiting, Second Dunkin, Meeting Adjourned at approximately 2:15 p.m.

Respectfully Submitted,



Tara Hanley
Support Specialist
Rock County Communications Center