



MINUTES
TECHNICAL ADVISORY COMMITTEE
WEDNESDAY, JULY 18 2012, 2:00 P.M.

Boardmembers Present: Chief Redington, Chief Donchez, Executive Director Frederiksen, Sheriff Conard, and Executive Director Kean.

Others Present: Steve Brauer, Doug Scott, Jim Bickford, Sam Fleege, Tom Gibbs, Brian Hitchcock, Billie Huffman, and Annie Nugent.

Vice Chair Conard called the meeting to order. A motion was made by Chief Donchez to approve the June 20, 2012 meeting Minutes, seconded by Chief Redington after correction made of Steve/BFD to Steve/BPD. All ayes.

Public Comments: There were no public comments.

CAD/RMS System Update: Billie gave the update as Gloria is on vacation.

- **Redundancy:** Nick/NWS worked with Scott County IT on building out the initial set up of all the servers for the redundancy June 25 through the 29th. July 2 through the 6 Nick/NWS and Mike/NWS worked remotely on the redundancy and the second stage was completed for Mobile. July 16th through the 19th work was done remotely by George/NWS and additional work was completed on the interfaces. The tentative Go Live is set for August 6-10. The tentative date for the cut over will be August 7th at 4:00 a.m. There will be some downtime for all NWS applications during the cutover which will take approximately 4-6 hours. This will be going from the primary server set up to the new redundancy cluster set up. Nick/NWS and Kent/NWS will both be on site during the cross over time for support.
- **Field Report:** June 8 through the 22, Dave/NWS built Field Reporting on site at SECC. July 9 through 13 he was on site at Bettendorf finishing up that project. Yesterday he switched over with the Field Reporting. Dave/NWS and the lead project team will be available for support. So far there have not been any Field Reporting issues. SECC personnel want to thank Tom Gibbs, Drew Waggoner, and Doug Scott for all their help building the forms.
- **10.0 Testing:** Currently independent testing is going on. There will be additional testing on items the Project Team submitted. The item list is smaller. After intense testing, the Project Team found that the release is not ready for production. The next release will be toward the end of August and may require additional resources again for the 1-2 week of intensive testing. Once the testing is complete and the agencies agree that it is good to go, the project will move ahead at that point. Tentatively September is being looked at for Train the Trainer and the Go Live is tentatively set for October.
- **DSS:** NWS provided a demo for agency reps to see and there has been good feedback. DSS is a statistical tool with a dashboard format. The information is pulled from LERMS and CADS. If anyone is interested in seeing the demo they are to contact either Billie or Gloria.

Radio System Update: The interference caused during heavy wind and heavy rain at the same time has been resolved. If the microwave path is lost, the system will instantly time off and send alarms to Racom. No information will be lost as the lock up only happens seconds and the other sites continually work. Sam reported that they can actually go to the site and track the issue.

- **Buffalo Shores:** There is a BDA issue as it is on the same frequency as the cell phones. Filters have been ordered to resolve this issue.
- **Cueing on Walcott site:** Racom has applied for 2 more channels, and only received the one. After reapplying, they received another one, only to find it needs to be implemented on current frequency and all Iowa 'M' systems. After technical work is straightened out, it will be ready to go.
- **Narrow banding:** Racom has been working with the hospitals and other county entities. Rock Island County is working on narrow banding, and the siren controllers will also be narrow banded.
- **Princeton Paging Improvements:** Improvements will be made shortly to improve paging within the city.

Director's Report: SECC has been working with Century Link regarding a global phone system. A global template has been completed and training for personnel will be next. If one dispatch pod is over whelmed with calls another dispatch pod that is not as busy may answer the full pods' calls and continue to dispatch for them. This is part of the transition into Stage II dispatching.

- **Leadership Summit Graduates:** Michelle Conklin, Andi Hythecker, and Brian Hitchcock were recognized at the last SECC Board meeting as graduates of the last Leadership Summit.
- **Training for Management Team:** Future training will be coming for the management team.

- Notification of Large Events: Brian asked that the agencies notify SECC in a timely fashion when they are to have large events so that more dispatchers can be scheduled.
- Quality Assurance: When Mike has completed training for the recent new employees, he will be doing more quality assurance.

Other Business: Steve/BPD asked the status of the Police SOPs. After complete approval from the SOP committee they will be forwarded to the TAC Committee for approval.

DSS/NWS Decision Support Service: Steve/BPD questioned the cost of the software, and asked the process of moving it forward. Brian stated that he will see what CAD/RMS contingency monies remain after the clustering is completed.

A motion was made by Executive Director Frederiksen to adjourn, seconded by Chief Donchez. All ayes.

The next meeting was tentatively scheduled for Wednesday, August 15, 2012, at 2:00 p.m.

Adjournment was at 2:40 p.m.

Respectfully submitted by,

Annie Nugent, Administrative Assistant

Attested by,

Brian Hitchcock, SECC Director