MINUTES
TECHNICAL **A**DVISORY **C**OMMITTEE
WEDNESDAY MARCH 19, 2013, 2:00 P.M.

Board members Present: Davenport Fire Chief Lynn Washburn, Davenport Police Chief Frank Donchez, Medic Executive Director Linda Frederiksen, Sheriff Conard, Conservation Executive Director Roger Kean, and Eldridge Police Chief Dave Kopatich.
Others Present: Keith Kimball, Jim Bickford, Matt Hirst, Tom Gibbs, Dave Donovan, Gloria Fitzpatrick, Mike Becker, and Annie Nugent.

Chair Kean called the meeting to order. A motion was made by Frederiksen to approve the February 19, 2014 meeting Minutes, seconded by, Donchez. All ayes.

SECC Technology Update:

- A. Scott County IT Update: Matt Hirst reported that his department is starting the implementation of Windows 7 at SECC from XP. They will get to the Dispatch floor towards April or May.
    - o Current Technology: Matt asked that the agencies look at what technology they are currently running. If anyone is running Windows XP they will no longer be able to get security patches or any updates. Any maintenance extension for that system will be costly.

- B. Racom Update: On site Thursday at SECC to install 2 antennaes on the tower for the Durant ambulance paging and IFERN radio. Medic will then be able to page and communicate with Durant and this will eliminate the need to transfer calls to Cedar County.
    - o Voice levels: Fire paging voice levels have been completed in the County. The voices and tones are now balanced out. Please report any issues with level imbalance still being a problem.
    - o Blue Grass complaint: Racom received a complaint regarding the Blue Grass amplifier. The BDA is operational and the system was online. No issues were found.
    - o Buffalo BDA: Signal strength continues to be an issue. Dave to follow-up with Sam Fleege.
    - o Chief Kopatich asked if there was any resolution to an open microphone issue from a few weeks ago. Dave will follow up with Sam Fleege.

- C. CAD System; Future Upgrade Requirements Letter: Dave discussed the proposed letter addressed to all SECC partners that access any component of the New World system and/or access NCIC. The first issue is regarding the planned upgrade to NWS 11.0. in Fall of 2014. Window XP is end of life and Matt Hirst explained that Microsoft will no longer support future security patches after April 2014 without a substantial fee. As a result, NWS plans to change

their minimum requirements to the Windows 7 operating system. The second issue is the new Federal requirement for advanced authentication for NCIC access. For SECC to continue to provide NCIC access we will need to certify that all agencies are compliant with the NCIC requirements for advanced authentication. Dave asked that TAC review the letter and reply to him by Tuesday, March 25 with any concerns or questions. He is planning to send the letters prior to April 1.

- D. Discussion of Priority Dispatch ProQA: A lengthy discussion took place, and 4 SOPs were reviewed and will go onto next month's agenda to be voted upon. SECC has implemented a ProQA task force with the dispatchers. Training will continue on it as well as customer service training. This should take care of most of the current issues, and it will be ongoing learning as SECC and the agencies transition to this system.

  - New SOPs: The TAC Committee is to give their answer by March 28, 2014 whether or not they approve the proposed 4 new SOPs. Although formal adoption will occur at the April meeting, consent via e-mail will allow SECC to continue planning for training on the new SOP's which would occur beginning immediately after the April TAC meeting.

Other Business: <u>Director recruitment update:</u> An offer will be made to the final candidate and she will be at the SECC Board meeting on March 31, 2014 at 3:30 p.m.

A motion to adjourn was made by Washburn, seconded by Donchez.

The next meeting is scheduled for Wednesday, April 16, 2014, at 2:00 p.m.

Adjournment was at 3:13 p.m.

Respectfully submitted by,   Attested by,

Annie Nugent, Administrative Assistant   Roger Kean, SECC TAC Chair