



MEETING MINUTES for

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE January 10, 2024 – Regular Meeting

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee was called to order by Chief Scott Merlo at 10:00 a.m. on Wednesday, January 10, 2024, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

ITEM 2 –ROLL CALL

Members Present: Scott Merlo (WMUPD), Chris Franks (KDPS), Craig Dieringer (KCMCA), Jeff Christensen (KCSO), Chip Everett (KCFCA)

Others Present: Ryan McGregor, Jeff Troyer, Torie Rose, Jon Moored, Marty Ftacek, Justin Johnson, Marie Gleesing, and Chris McComb

ITEM 3 – ORGANIZATIONAL ITEMS

- A. Election of Chairperson
- B. Election of Vice-Chairperson

“Motion by Mr. Dieringer, second by Mr. Christensen to re-elect Mr. Merlo as Chairperson and Mr. Ernestes as Vice-Chairperson for 2024.”

On a voice vote, **MOTION CARRIED.**

ITEM 4 - APPROVAL OF MEETING MINUTES

- A. Regular Meeting Minutes from November 1, 2023

“Motion by Mr. Franks, second by Mr. Dieringer to approve the Regular Meeting Minutes from November 1, 2023, as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 5 - CITIZENS’ TIME

There was none.

ITEM 6 – FOR CONSIDERATION

- A. Administrative Monthly Report

Mr. Troyer reviewed the Administrative Monthly Report that was included in the packet.

B. Old Business

1. UPDATE: Conditions and Orders

Mr. Troyer stated he got an update from County Administrator Catlin. District Court is presenting a new position to the Board of Commissioners. The new position will be responsible for migrating the duties of orders and conditions. District Court has a larger staff of LEIN clerk positions and according to Administrator Catlin, it sounds like they will do entries for both District and Circuit Court.

2. Update: CAD and Mobile System RFP

Mr. Troyer stated the bid opening in December included four proposals. Dispatch's Administrative Team has not started reviewing. The core system requirements were about \$1 million more than budgetary estimates received eighteen months ago. Staff will be working on reviewing and clarifying costs.

Mr. Franks stated the City has started going through the RMS proposals. Mr. Christensen stated the County has started review of the JMS proposals.

C. New Business

1. MDOC Talkgroup Request

Mr. Troyer stated that in May, TAC approved MDOC Investigator Arnett to have access to our talkgroups. They now would like access to the TAC groups also. We have unified command talkgroups that will need to be included also.

“Motion by Mr. Franks second by Mr. Christensen to approve MDOC access to TAC channels and unified command talkgroups as presented.”

On a voice vote, **MOTION CARRIED.**

Mr. Troyer stated that MPSCS required a letter of access for MSP for 39SPEV 1 and 2. If any other agencies also need one, reach out and one will be provided.

2. New SOP 09.06 – Mass Casualty Incident

Mr. Troyer stated mass casualty incident codes will be entered in two phases. The MCI nature code will be live on the EMS side to allow activation of the three MCI levels. The recommendations are built on the EMS side and will work on the fire side, but run cards take longer to adjust. The goal is to have all the new codes entered by the first quarter. KDPS will be done after because of the amount of time their changes will take. If approved, this will take effect on January 16. This has been reviewed by the MCI workgroup and will be reviewed by the EMS counsel.

Dieringer, McGregor

“Motion by Mr. Dieringer, second by Mr. McGregor to approve new SOP 09.06 – Mass Casualty Incident as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 7 – OTHER ITEMS

D. Announcements and Member Comments

Ms. Rose stated Dispatch is scheduled for a LEIN audit on February 13. Just a heads up because the law enforcement agencies are usually called after Dispatch.

Mr. Dieringer stated that Kalamazoo County has higher than the national average for heart issue saves. He will send everyone an invitation to a gathering on May 10 that will be highlighting heart saves.

E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, March 6, 2024, at 10:00 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

ITEM 7 - ADJOURNMENT

F. Adjournment

The meeting adjourned at 10:36 a.m.