



## **MEETING MINUTES for**

### **Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE September 7, 2022 – Regular Meeting**

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#### **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, September 7, 2022, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

#### **ITEM 2 –ROLL CALL**

Members Present: Matt Huber (KDPS), Scott Ernstes (MSP), Dan Mills (PDPS), Scott Merlo (WMUPD), Craig Dieringer (KCMCA), Jeff Christensen (KCSO)

Others Present: Chris Franks, Ryan McGregor, Tim Unangst, Jeff Hepler, Logan Bishop, Torie Rose, Jon Moored, Justin Johnson, Marty Ftacek, Chris McComb

#### **ITEM 3 - APPROVAL OF MEETING MINUTES**

##### **A. July 6, 2022 – Regular Meeting**

“Motion by Mr. Mills, second by Mr. McGregor to approve the July 6, 2022, Regular Meeting Minutes as presented.”

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

#### **ITEM 4 – CITIZEN’S TIME**

There were no citizen comments.

#### **ITEM 5 - FOR CONSIDERATION**

##### **A. Administrative Monthly Report**

Ms. Rose reviewed the report, noting three employees tested positive for COVID in August. She stated that forty-seven positions are filled. The Tyler upgrade is scheduled for August 31. The bank accounts were reconciled on August 6. The electronic report will come out soon.

##### **B. Old Business**

###### **1. MPSCS Kalamazoo Subsystem Project Update**

Ms. Rose shared project updates, stating they were shooting for a 12/15 rollover date.

2. EMS CAD Incident Time Setting (Update)

Ms. Rose stated the incident time setting was tested and it was decided that it was not the better route to go. Things will be kept as is.

3. MPSCS Part I and Part II Integration Agreements

Ms. Rose stated the agreements were previously approved by this committee, but changes were made. She noted the changes were not significant, and legal has approved them.

“Motion by Mr. Huber, second by Mr. Ernestes to approve the MPSCS Part I and Part II Integration Agreements as presented.”

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

C. New Business

1. REVISION SOP 07.01 – EMS Communications Plan

Ms. Rose stated the SOP has been presented to both Comm Ops groups. This introduces the P1 ECHO. A new incident type was created, allowing staff to preemptively dispatch the fire department, and put out to all fire departments. There is discretion allowed on whether to put across to law channels.

“Motion by Mr. Ernestes, second by Mr. Huber to approve REVISED SOP 07.01 – EMS Communications Plan as presented.”

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

2. NEW SOP – Incident Disposition Requirement

Ms. Rose stated the SOP has been presented to both Comm Ops groups. A disposition code will now be required on ALL calls. This will allow tracking behavioral health issues for intervention. The tracking will begin October 1 and we will use the last quarter to make any adjustments needed.

“Motion by Mr. Huber, second by Mr. McGregor to approve the NEW SOP – Incident Disposition Requirement as presented.”

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

3. Great Lakes Drone – Request Talk Group Access

Ms. Rose stated Great Lakes Drone uses Statewide 5 but have requested access to primary talk groups. She noted it was a CJIS violation to give them a primary talk group.

Mr. Ernestes stated this would open us up to other requests and we can't set that kind of precedence.

“Motion by Mr. Ernestes, second by Mr. Huber to restrict Great Lakes Drone's access to Statewide 5.”

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

#### 4. Fire Nature Code EMS Standby Changes

The Committee held discussion about ways to reduce use of ambulances by removing them from some calls.

“Motion by Mr. Huber, second by Mr. Mills to remove ambulances from welfare checks, bomb threats, hazardous material incidents, and inside natural gas leaks unless there are symptoms.”

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

#### ITEM 6 – **OTHER ITEMS**

##### A. Announcements and Member Comments

Mr. Mills thanked everyone for being good colleagues and announced his last day would be October 7.

Mr. Ernstes stated they had an I94 meeting today. They have switched lanes, but the operations plan will be the same and Sprinkle Road will be open.

##### 1. Next Meeting

The next Technical Advisory Board meeting will be Wednesday, November 2, 2022, at 10:00 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

##### 2. Adjournment

The meeting was adjourned at 10:32 a.m.