



MEETING MINUTES for

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE March 6, 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, March 6, 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), Rusty Ernstes (MSP), Matt Huber (KDPS), Jeff Christensen (KCSO), Scott Jackson (KTPD), Nick Arnold (PDPS), Craig Dieringer (KCMCA), Gerry Leudecking (KCFCA)

Others Present: Ryan McGregor, Jeff Heppler, Jeff Troyer, Marty Ftacek, Marie Gleesing, and Chris McComb

ITEM 3 - APPROVAL OF MEETING MINUTES

A. Regular Meeting Minutes from January 10, 2024

“Motion by Mr. Huber, second by Mr. Arnold to approve the Regular Meeting Minutes from January 10, 2024, as presented.”

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

ITEM 4 - CITIZENS' TIME

There was none.

ITEM 5 – 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 the conditions and orders have been status quo since September. Staff have been providing monthly data, but the courts have not provided us with anything and to our knowledge have not been tracking anything. County admin was scheduled to meet with courts in mid-February to discuss positions, but they didn't meet, and the status is unknown. He stated he will keep checking with County Administrator Catlin to get periodic updates.

2. Update: CAD and Mobile System RFP

Mr. Troyer stated the full update is in the Administrative Report. Staff went through proposals, sent questions back to submitters and followed up with references. He stated the information has been returned so staff will

be meeting next week to review and decide on potential vendors to review by a full committee then do site visits. He stated that the six-month deadline will not be met, and he will need to ask for a minimum 90-day extension.

C. New Business

1. Transmitting LEIN Worksheets to KCCDA

Mr. Troyer stated concerns were raised during the audit process about LEIN entry worksheets. We do require them for field unit work, and we offer three different ways to submit. He stated KCCDA email is encrypted so we are LEIN compliant, but some agencies are not. He asked that agencies make sure they are LEIN compliant before sending. Worksheets can also be sent via fax, or for the agencies that have direct connection to KCCDA, we can help set up the capability for agencies to print to the Dispatch LEIN printer.

2. Law Enforcement Talkgroup Access

Mr. Troyer stated he sent a memo about this to all agencies. He stated he has received several requests from individuals or fire agencies for access to law enforcement talkgroups. This is a violation of CJIS, and we cannot allow it. The State tells any agency that if you provide a radio or access to a talkgroup where CJIS info is being transmitted, you are in violation. If the agency's or the individual's primary purpose is not CJIS, you are not allowed access.

3. Extreme Risk Protection Orders

Mr. Troyer stated that we don't have a way to enter ERPO's and they are being sent directly to the state by the law enforcement agencies. They will be handled the same way as conditions and orders. They can be sent to us, and we can assist by sending them to state.

4. Tyler System Upgrade (September 10, 2024)

Mr. Troyer stated we have scheduled the next production upgrade for the Tyler System for September 10th. IT has requested a start time of 5am so hopefully it will have less impact on operations. The test/training side will be upgraded in May and we encourage all agencies to log in to test side and run through their processes to test functionality.

ITEM 7 – OTHER ITEMS

D. Announcements and Member Comments

There were none.

E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, May 1, 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 10:42 a.m.