



MEETING MINUTES for

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE July 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, July 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), Bryan Ergang (KTPD), Nicholas Arnold (PDPS), Gerry Leudecking (KCFCA), Dr. Fales (KCMCA) arrived at 10:08

Others Present: Ryan McGregor, Jeff Heppler, Chip Everett, Megan Malz, Jeff Troyer, Torie Rose, Jon Moored, Marty Ftacek, Justin Johnson, and Chris McComb

ITEM 3 - APPROVAL OF MEETING MINUTES

A. Regular Meeting Minutes from May 1, 2024

“Motion by Mr. Ergang, second by Mr. McGregor to approve the Regular Meeting Minutes from May 1, 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 presented a review of the Administrative Monthly Report that was included in the packet.

B. Old Business

1. UPDATE: Conditions and Orders

Mr. Troyer stated he had a discussion with District Court yesterday and their target transition date is August 1. They will be entering ALL conditions and orders from District Court with two full time positions. There are some ORI issues that need to be figured out. There have been no discussions with Circuit Court currently.

2. UPDATE: Two Factor Authentication Requirement

Mr. Troyer stated that Board of Directors approved additional funding for the Imprivata system and the contract has been executed. The law enforcement agencies who are subject to the two factor requirements were able to be included as affiliated agencies. Once the system is up and operating, KCCDA may be able to offer other agencies the opportunity to purchase licenses to use the platform. Eventually, law enforcement agencies without two factor authentication will be unable to access KCCDA systems. After October, it will be a CJIS violation for us to allow it. A hard cutoff date will be brought to the next meeting or in November.

C. New Business

1. REVISED CAD Standard Interface Guidelines

Mr. Troyer stated that through the last update, staff found out we have the option to select local time or Zulu. Previously, records could only be exported using Zulu date and time format. This was the only change in the guidelines and is presented as information.

2. Radio Inventory Survey

Mr. Troyer stated reminders will be sent to complete the surveys that were sent out last month. The first goal of the survey is to coordinate a countywide template update and programming event which we still hope to target late this year.

3. REVISED SOP 10.02 – 800Mhz Contingency Plan (Storm Plan)

Mr. Troyer stated the revision was included in the packet and the significant changes surround fail soft mode on our simulcast cell. The storm plan consolettes will be locked on sites 5112 and Plainwell. This matches up with the unified communications plan and will be a requirement for any templates as we move forward. Staff is recommending approval.

“Motion by Mr. Ergang, Second by Mr. McGregor to approve REVISED SOP 10.02 – 800 Mhz Contingency Plan (Storm Plan) as presented.”

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

4. Semco Energy User Request – Kalamazoo MPSCS Simulcast Subsystem

Mr. Troyer stated Semco does not have significant coverage in this area but they are looking for the same type of agreement as we have with Consumers Energy. Consumers Energy has a per vehicle charge but they have a large amount of vehicles in the area. We will be looking at more of a set charge for Semco because of the limited coverage and limited number of vehicles. Additional equipment will not be needed for their coverage.

5. Allegan County Law Enforcement Talkgroup

Mr. Troyer stated Allegan switched their primary law enforcement talkgroup to an encrypted one – 03ALTAC. This is a short-term solution, and their long-term plan will be to transition to 03LAW with ADP encryption but there is not timeline for that.

6. Medic 1 Ambulance Talkgroup and VHF Access Request

Mr. Troyer stated the Medic 1 Ambulance request was included in the packet. They will only be in the county for major incidents, and they are not asking for much. Staff recommends approval.

“Motion by Mr. Arnold, Second by Mr. Ergang to approve Medic 1 Ambulance in Berrien County’s talkgroup and VHF request as presented.”

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

ITEM 6 – OTHER ITEMS

D. Announcements and Member Comments

Mr. Troyer reminded everyone that on 9/10/24 the Tyler System upgrade will start at 5:00 a.m.

E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, September 4, 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 10:48 a.m.