



MEETING MINUTES

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE September 3, 2025 – Regular Meeting

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee was called to order by Chief Scott Merlo at 10:10 a.m. on Wednesday, September 3, 2025, 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), Scott Ernstes (MSP), Matt Huber (KDPS), Bryan Ergang (KTPD), Mike Bentley (KCMCA), Gerry Luedecking (KCFCA)

Others Present: Steve Stryd, Jeff Heppler, Sean Gordon, Jeff Troyer, Jon Moored and Chris McComb

ITEM 3 - APPROVAL OF MEETING MINUTES

A. Regular Meeting Minutes from July 9, 2025

"Motion by Mr. McGregor, second by Mr. Arnold to approve the Regular Meeting Minutes from May 7, 2025, 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 announced that the Administrative Monthly Report will be distributed when compiled. He gave an update on the new back-up dispatch center location. The County is planning to purchase the building from the City of Portage for Emergency Management and dispatch will lease part of the lower level. Staffing update – welcome back Jon Moored. A firm to complete a needs assessment for the primary facility is going to board next week, and the last ECO posting has not gone out yet because administration is considering a one or two day hiring fair.

B. Old Business

1. NEW Fire Talkgroups – 39CFPAG, 39CFOPS, 39MFPAG, 39MFOPS

Mr. Troyer stated work was still being done with state pertaining to 39CFPAG and 39MFPAG so there wasn't a firm date for the patching to take effect but they are hoping around December 1st.

2. Radio Templates/Programming

Mr. Troyer stated that the Unified Communications Plan needs revisions to include the new fire talk groups. A lot of vendors are unwilling to complete templates for agencies. Dispatch has created a general template recommendation for law enforcement and sent it to smaller agencies, but each agency will need to determine what is best for them. A new general fire template will be drafted as well.

3. UPDATE – Tyler Public Safety System Server Migration

Mr. Troyer stated the migration went well. KCCDA IT staff and other agency IT departments had a Teams meeting open for two straight days keeping communication open. The LERMS server had some issues, but everything was worked through, and it's been stable since the morning after the migration. The old system will be decommissioned on 8/22.

4. New Incident Type: *Unk Accident – Auto Crash Notify*

Mr. Troyer stated the roll out of this was held off until after the migration of the Tyler system to the new environment. Fire agencies will have the choice whether to use the incident type or not. Approximately, less than 5% of crash notifications only are actual emergencies, most are dropped phones or pocket dials.

C. New Business

1. LOA for Talkgroup Access – FBI Kalamazoo

Mr. Troyer stated that the FBI in Kalamazoo was requesting access to the primary law enforcement and TAC channels.

“Motion by Mr. Ernstes, second by Mr. Huber to approve the LOA for FBI Kalamazoo access to talkgroups as presented.”

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

ITEM 6 – **OTHER ITEMS**

D. Announcements and Member Comments

Mr. Luedeking inquired if addresses and business names were being programmed into the system because he felt dispatchers were not providing business names to assist first responders in locating an address. He asked that dispatch provide a business name when available.

E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, September 3, 2025, 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 10:37 a.m.

DRAFT