



NOTICE and AGENDA for **Kalamazoo County Consolidated Dispatch Authority** **Technical Advisory Committee** **March 4, 2026**

PLEASE TAKE NOTICE that a REGULAR Meeting of the Kalamazoo County Consolidated Dispatch Authority Technical Advisory Committee will be held on **Wednesday, March 4th** at 10:00 a.m. in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo Michigan for consideration of items, namely, on this Agenda.

ITEM 1 – CALL TO ORDER

ITEM 2 – ROLL CALL

Michigan State Police <i>Scott Ernstes, Chairperson</i> (Alt. Dale Hinz)	Western Michigan University Public Safety <i>Scott Merlo, Vice-Chair</i> (Alt. Ryan McGregor)	
Kalamazoo Department of Public Safety <i>Matt Huber</i> (Alt. Chris Franks)	Kalamazoo County Sheriff's Office <i>Richard Fuller</i> (Alt. Michelle Greenlee)	
Township of Kalamazoo Police Department <i>Scott Jackson</i> (Alt. Darien Smith)	Portage Department of Public Safety <i>Matt Wolfe</i> (Alt. Bryan Mayhew)	
Kalamazoo County Medical Control Authority <i>Michael Bentley</i> (Alt. William Fales)	Kalamazoo County Fire Chief's Association <i>Gerry Luedecking</i> (Alt. Chip Everett)	

ITEM 3 – APPROVAL OF MEETING MINUTES

- A. January 7th – Regular Meeting
- B. February 2nd – Special Meeting

ITEM 4 – CITIZENS' TIME

The Committee welcomes members of the public to express their ideas or concerns about issues affecting Kalamazoo County Consolidated Dispatch Authority. Members of the public wishing to speak are requested to stand and state their full name and address for the record. Each member of the public is limited to four minutes or less.

ITEM 5 – FOR CONSIDERATION

- A. Administrative Monthly Report (will be distributed once compiled)
- B. Old Business
 - 1. Radio Readiness Program Guidelines
- C. New Business
 - 1. MOU Template – Radio Readiness Program
 - 2. AES Encryption Key and New AES Talkgroups
 - 3. REVISED SOP 10.03 – Unified Communications Plan

ITEM 6 – OTHER ITEMS

- D. Announcements and Member Comments
- E. Next Regular Meeting – May 6th, 2025

ITEM 7 – ADJOURNMENT

KCCDA meetings are open to all without regard to religion, race, color, national origin, sex, sexual orientation, gender identity or expression, height, weight, familial status, marital status, disability, or any other legally protected class. The KCCDA will provide special aid or assistance to attend a KCCDA meeting and will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing, to individuals with disabilities, upon four (4) business days' notice to the KCCDA. Individuals with disabilities requiring auxiliary aids or services should contact KCCDA by emailing admin@kccda911.org or calling (269) 488-8911.



MEETING MINUTES

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE January 7, 2026 – 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 7, 2026, 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), Chris Franks (KDPS), Bryan Ergang (KTPD) (arrived at 10:09), Matt Wolfe (PDPS), Mike Bentley (KCMCA), Chip Everett (KCFCA)

Others Present: Scott Jackson, Don Ulsh, Jeff Sorensen, Ryan McGregor, Steve Stryd, Bryan Mayhew, Sean Gordon, Jairus Baird, Logan Bishop, Tracy McMillan, Bear Priest, Scott Smith, Justin Wolbrink, Mindy Sienko, Jeff Troyer, Torie Rose, and Chris McComb

ITEM 3 – ORGANIZATIONAL ITEMS

A. Election of 2026 Chairperson and Vice-Chairperson

Mr. Merlo nominated Mr. Ernstes to serve as Chairperson for 2026. Mr. Jackson supported.

Nominations for Chairperson were closed.

Mr. Ernstes nominated Mr. Merlo to serve as Vice-Chairperson for 2026.

Nominations for Vice-Chairperson were closed.

“Motion by Mr. Jackson, second by Mr. Franks to elect Mr. Ernstes as Chairperson and Mr. Merlo to serve as Vice-Chairperson of the KCCDA Technical Advisory Committee for 2026.”

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

ITEM 4 - APPROVAL OF MEETING MINUTES

A. Regular Meeting Minutes from November 5, 2025

“Motion by Mr. Merlo, second by Mr. Jackson to approve the Regular Meeting Minutes from November 5, 2025, 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 stated that the Administrative Monthly Report was included in the packet. The report included year end information. He noted that all Capital Projects have been completed except the backup center.

B. Old Business

1. Radio Readiness Project – DRAFT Administrative Guidelines

Mr. Troyer stated that in November, the Board approved the budget which includes the initial first year allocation to the Radio Readiness Project. He stated he anticipated a secondary allocation next year. The draft guidelines were presented to TAC, Fire Chiefs and at as many public meetings as possible. The goal was to have the guidelines ready for the March Board meeting. He stated he had received feedback with concerns about the initial cost estimates for radio replacements, mainly from the fire agencies. The goal is to have an equitable funding formula that works for everyone. Any radio that is purchased by a law enforcement agency must be multi-key encryption to handle our current encryption and be AES compatible, and any radio purchased by fire departments and KCMCA must be an eligible subscriber unit on the Kalamazoo MPSCS Subsystem. In addition, all radios must have the minimum required talkgroups according to the Unified Communications Plan.

After discussion, the committee decided to schedule a work session for late January or early February to discuss the matter further in detail. Before the work session, Mr. Troyer will work through some real-life examples with a couple agencies for the committee to use for reference.

C. New Business

1. Talkgroup LOA's for Neighboring County Dispatch Centers and the Agencies they Directly Dispatch (Allegan, Barry, Calhoun, Cass, St. Joseph and Van Buren)

Mr. Troyer stated we currently have a standard LOA for our talkgroups that is a blanket for dispatch centers. MPSCS is now requiring that we have a list of every agency covered by the center. A revised LOA would be sent out to meet MPSCS requirements.

“Motion by Mr. Ernstes, second by Mr. Ergang to approve the Kalamazoo County Talk-group(s) Letter of Authorization for Neighboring County Dispatch Centers as presented.”

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

ITEM 7 – OTHER ITEMS

D. Announcements and Member Comments

Mr. Ernstes announced Mr. Ergang retirement and thanked him for his service to the county and township.

Mr. Troyer welcomed new members Scott Jackson of KTPD and Matt Wolfe of PDPS.

E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, March 4, 2026, at 10:00 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

ITEM 8 - ADJOURNMENT

F. Adjournment

The meeting adjourned at 11:17 a.m.



MEETING MINUTES

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE February 2, 2026 – Special Meeting

ITEM 1 – CALL TO ORDER

The Special Meeting of the Technical Advisory Committee was called to order by Chief Scott Merlo at 8:30 a.m. on Wednesday, February 2, 2026, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

ITEM 2 –ROLL CALL

Members Present: Scott Ernstes (MSP), Scott Merlo (WMUPD), Matt Huber (KDPS), Scott Jackson (KTPD), Bryan Mayhew (PDPS), Mike Bentley (KCMCA), Chip Everett (KCFCA)

Others Present: Ryan McGregor, Steve Stryd, Jairus Baird, Steve Stryd, Scott Smith, Scott Fuller, Greg McComb, Brian Klok, Thomas Proffitt, Jason Kruger, Ken Chapman, Josh Mastenbrook, Mindy Sienko, Rick Hochstedler, Jeff Troyer, Torie Rose, Jon Moored, Marty Ftacek, Tyler Rairigh, and Chris McComb

ITEM 3 – CITIZENS TIME

There was none.

ITEM 4 – FOR CONSIDERATION

A. Old Business

There was none.

B. New Business

1. Radio Readiness Program Guidelines (Version 3) and Various Funding Options

Mr. Troyer stated that at the January TAC meeting the committee reviewed Version 2 of the guidelines. Version 3 presented a third funding option and was in the packet. The first item in the packet was new radio cost estimates. Prices were not guaranteed but he did talk to multiple vendors. The pricing was not manufacturer or model specific, and each agency would need to work directly with their vendor. Portables were much more costly than originally thought and no radios quoted were not public safety grade.

Mr. Troyer reviewed the draft program guidelines, noting it was very similar to a one-time grant program. No agency had to participate; the program was completely optional. There was \$4 million allotted for 2026, and possibly an additional \$4 million to be considered by the Board for next year. The program was specific to public safety radios included in the agency survey or that had been purchased since but were included in the survey. Radios that were not in service and radio caches are not eligible. Devices on MPSCS end of life list will not be eligible for reimbursement, they must be replaced.

Mr. Troyer presented a review of funding options. He noted that only one would be selected by the committee to go to the Board for approval. He reviewed options and examples of police and fire breakdowns. He clarified that funds would go directly to the agency, not the vendor. Funding was only available until December 31, 2027, as listed in the program guidelines. If funding runs out prior to that date, the program will end.

The Committee decided to vote on options at their next regular meeting on March 4.

Mr. Ernstes polled the committee and determined due to lack of interest, that option one could be removed. He encouraged everyone to reach out to their committee representative if they had any items for discussion at the March meeting.

ITEM 5 – OTHER ITEMS

C. Announcements and Member Comments

There was none.

D. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, March 4, 2026, at 10:00 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

ITEM 6 - ADJOURNMENT

E. Adjournment

The meeting adjourned at 9:54 a.m.



Kalamazoo County Consolidated Dispatch Authority



TO: All Public Safety Agencies

FROM: Jeff Troyer, Executive Director

DATE: March 12, 2026

SUBJECT: Radio Readiness Program Guidelines

In 2024, KCCDA was asked to develop a timeline and plan to accomplish two very important public safety radio communication goals in the coming years:

- Transition all Law Enforcement Agencies to AES encryption for primary dispatch communications to comply with CJIS requirements.
- Migration of Fire Departments and Kalamazoo County Medical Control Authority from the Fire VHF Simulcast System to the Kalamazoo MPSCS Subsystem for primary communications.

To accomplish these goals, KCCDA's Capital Improvement Plan (utilized for planning purposes and presented to the Finance Committee on October 28, 2025), designates \$8,000,000 across the next two years (2026 - \$4 million and 2027 - \$4 million) to assist end-user agencies become *Radio Ready*. The associated funding is a one-time *optional* assistance program/grant and each qualifying end-user agency (directly dispatched by KCCDA) must choose whether to participate or not. Administration shall track program expenditures, and the Executive Director shall terminate the program if all allocated funds are expended prior to December 31, 2027.

The following are guidelines for administering the radio readiness program:

I. DEVICE ELIGIBILITY

The following are eligibility requirements for radio communication devices that fall within the scope of this program:

- A. The readiness program is based on the public safety radio inventory survey completed in 2024 and *only applies to radios/devices directly attributable and dedicated to the delivery of 9-1-1 service within Kalamazoo County. This is further defined and permitted by the Michigan State 9-1-1 Committee's Allowable/Disallowable Usage of 9-1-1 fees list.*

- B. Radios included in the 2024 survey but utilized by an agency for purposes other than section I (A) above, are not eligible for this program. For example – radios listed on the survey but not in-service, cache radios, etc.
- C. Law Enforcement radios must be capable of multi-key encryption; specifically, DES-OFB and AES.
 - i. Radios not capable of multi-key encryption, are only eligible for “New Device” funding.
 - ii. Radios capable of DES-OFB and AES encryption, are eligible for “New Device” or “Reimbursement” funding.
 - iii. If an agency elects “Reimbursement” funding, the program monies must be utilized to ensure the radio is licensed and programmed with appropriate talkgroups and encryption to communicate with KCCDA on the Kalamazoo MPSCS Subsystem as soon as possible but no later than April 1, 2028.
- D. Fire and KCMCA radios must be capable of operating on the Kalamazoo MPSCS Subsystem.
 - i. VHF single-band radios are only eligible for “New Device” funding.
 - ii. Radios capable of operating on the Kalamazoo MPSCS Subsystem, are eligible for “New Device” or “Reimbursement” funding.
 - iii. If an agency elects “Reimbursement” funding, the program monies must be utilized to ensure the radio is programmed with appropriate talkgroups to communicate with KCCDA on the Kalamazoo MPSCS Subsystem as soon as possible but no later than April 1, 2028.
- E. Radios must be programmed with KCCDA Unified Communications Plan talkgroups in the primary dispatch zone.
- F. Radios eligible for reimbursement under Section III cannot be listed on the end-of-service/end-of-life list as determined by the MPSCS.
- G. Radio communication devices not included in the 2024 survey are not eligible for this program unless *all the following are true*:
 - i. The radios were purchased after the survey was completed (proof of purchase required).
 - ii. The radios replaced other/older radios identified on the agency’s survey. Therefore, only one or the other are eligible (not both).
 - iii. The radios meet all other eligibility requirements of these guidelines.

II. RADIO REPLACEMENT COST(S)

The radio readiness program budget is based on the following estimated radio replacement costs which include installation and any accessories. The replacement cost(s) are based on cost estimates obtained by KCCDA for public safety grade radios from multiple manufacturers and models.

A. Law Enforcement Radios (Multi-Key Encryption):

Portable Radio	\$6,000
Mobile Radio	\$5,000
Mobile Radio w/remote head	\$5,300
Control/Base Station	\$4,500

B. Fire Departments and KCMCA Radios (Unencrypted)

Portable Radio	\$6,000
Mobile Radio	\$5,000
Mobile Radio w/remote head	\$5,300
Mobile Radio w/ dual remote heads	\$6,000
Control/Base Station	\$4,500

OPTION 2

III. RADIO COMMUNICATION DEVICE FUNDING

KCCDA's Radio Readiness Program will cover the following costs for radios that meet all the eligibility requirements:

NEW DEVICES

KCCDA will cover the cost of new devices up to the following maximum amount per unit:

Type	Law	
	Enforcement	Fire/KCMCA
Portable Radio	\$4,500	\$4,500
Mobile Radio	\$3,750	\$3,750
Mobile Radio w/remote head	\$3,975	\$3,975
Mobile Radio w/dual remote heads	\$4,500	\$4,500
Control/Base Station	\$3,750	\$3,750

Costs incurred by an agency for devices that exceed the above amount(s) are the agency's responsibility.

DEVICES PURCHASED BEFORE THE EFFECTIVE DATE OF THESE GUIDELINES

KCCDA will reimburse eligible devices up to a maximum amount equal to the percentage listed in the table below multiplied by the estimated replacement cost in Section II-A and II-B.

Devices and/ or Purchase Date	Applicable Percent of Estimated Cost
Devices Purchased 1/1/25 – 12/31/25	Reimburse 70%
Devices Purchased 1/1/24 – 12/31/24	Reimburse 65%
Devices Purchased 1/1/23 – 12/31/23	Reimburse 60%
Devices Purchased 1/1/22 – 12/31/22	Reimburse 55%
Devices Purchased 1/1/21 – 12/31/21	Reimburse 50%
Devices Purchased 1/1/20 – 12/31/20	Reimburse 45%
Devices Purchased 1/1/19 – 12/31/19	Reimburse 40%
Devices Purchased 1/1/18 – 12/31/18	Reimburse 35%
Devices Purchased 1/1/17 – 12/31/17	Reimburse 30%
Devices Purchased earlier than 12/31/16	Reimburse 25%

Reimbursement percentages shall only apply to costs actually incurred by the end-user agency minus any grant and/or endowment funds received in advance or part of a grant reimbursement program.

OPTION 3

III. RADIO COMMUNICATION DEVICE FUNDING

KCCDA's Radio Readiness Program will cover the following costs for radios that meet all the eligibility requirements:

NEW DEVICES

KCCDA will cover the cost of new devices up to the following maximum amount per unit:

Type	Law	
	Enforcement	Fire/KCMCA
Portable Radio	\$4,500	\$4,500
Mobile Radio	\$3,750	\$3,750
Mobile Radio w/remote head	\$3,975	\$3,975
Mobile Radio w/dual remote heads	\$4,500	\$4,500
Control/Base Station	\$3,750	\$3,750

Costs incurred by an agency for devices that exceed the above amount(s) are the agency's responsibility.

DEVICES PURCHASED BEFORE THE EFFECTIVE DATE OF THESE GUIDELINES

KCCDA will reimburse eligible devices according to the following table:

Type	Law	
	Enforcement	Fire/KCMCA
Portable Radio	\$2,700	\$2,700
Mobile Radio	\$2,250	\$2,250
Mobile Radio w/remote head	\$2,385	\$2,385
Mobile Radio w/dual remote heads	\$2,700	\$2,700
Control/Base Station	\$2,250	\$2,250

IV. ADMINISTRATIVE

KCCDA will work with each individual qualifying agency to determine which radio communication devices are eligible and the corresponding options/choices of funding based on the same. KCCDA will partner with the end-user agency and the agency's radio communications vendor for initial procurement of new devices, additional encryption licensing, and the templating processes for new and reimbursable devices.

Administration shall develop internal tracking forms for each agency and standard MOU's that must be executed prior to KCCDA funding being released to an end-user agency. All funding from KCCDA shall be paid directly to the end-user agency. No funding shall be released for new devices until a valid purchase order or executed quote has been issued by the end-user agency and the devices are received by the vendor. No funding shall be released for reimbursable devices until proof of purchase and the date the equipment was received can be verified.

The Executive Director shall be responsible for interpreting these guidelines. In the event there is a discrepancy, the Executive Director may seek guidance from the Technical Advisory Committee (TAC) but it is not required.



Kalamazoo County Consolidated Dispatch Authority



RADIO READINESS PROGRAM MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is entered into by and between the Kalamazoo County Consolidated Dispatch Authority (“KCCDA”) and [*****Insert Name of Agency*****] (“**AGENCY ABBREVIATION**”).

WHEREAS, the KCCDA Board of Directors allocated four million dollars (\$4,000,000) of Capital Project Fund monies in 2026 and is expected to allocate the same amount in 2027, for a two-year Radio Readiness Program (“Program”) totaling eight million dollars (\$8,000,000); and

WHEREAS, KCCDA’s Program provides funding to assist public safety agencies in Kalamazoo County accomplish two critical radio communication goals: complete the transition of law enforcement to Advanced Encryption Standard to comply with Criminal Justice Information Security policy requirements, and encourage Fire Departments and the Kalamazoo County Medical Control Authority to migrate to the Kalamazoo MPSCS Subsystem for primary communications; and

WHEREAS, the Program is based on the public safety radio inventory survey completed in 2024 and only applies to radios/devices directly attributable and dedicated to the delivery of 9-1-1 service within Kalamazoo County; and

WHEREAS, the Program is optional for public safety agencies, and is governed by the Radio Readiness Program Guidelines (“Guidelines”) as established by the KCCDA Board of Directors; and

WHEREAS, the Program shall be administered on a first-come first-serve basis until allocated monies are expended or December 31, 2027, whichever comes first; and

WHEREAS, **AGENCY** has requested to participate in this optional Program.

NOW THEREFORE, the parties agree to the following:

1. In accordance with the Guidelines, KCCDA administration has evaluated **AGENCY**’s 2024 public safety radio inventory survey and deemed the following devices Program eligible:

<u>ITEM #</u>	<u>RADIO TYPE</u>	<u>MAKE</u>	<u>MODEL</u>	<u>BAND</u>	<u>QTY</u>	<u>ELIGIBLE FUNDING</u>
1						
2						
3						

4						
5						
6						
7						
8						

Both = Reimbursement
Or New Device

2. **AGENCY** agrees that any reimbursement Program monies received from KCCDA for eligible devices, must be used to bring the device(s) into compliance with the Guidelines as soon as possible but no later than April 1, 2028.
3. **AGENCY** agrees that any new devices purchased and activated as part of this Program shall be compliant with the Guidelines at the time the new device is activated as a subscriber unit on the Kalamazoo MPSCS Subsystem.
4. All Program funding will be distributed to **AGENCY** as part of KCCDA's normative accounts payable schedule.
 - a. Reimbursement Program monies will be distributed via check after supporting documentation is provided to KCCDA to verify proof of purchase and equipment received dates.
 - b. New device Program monies will be distributed via check after supporting documentation is provided to KCCDA to verify proof of purchase and the equipment has been received by the **AGENCY**'s vendor.
5. These are one-time Program monies and KCCDA holds no responsibility for maintenance, repair, or replacement of any radio communication devices.
6. The parties shall work together with **AGENCY**'s vendor(s) of choice. KCCDA administration reserves the right to request any/all supporting documentation as it deems appropriate and necessary to validate or verify radio communication devices adhere to the Program Guidelines.

[INSERT NAME OF AGENCY]

**KALAMAZOO COUNTY CONSOLIDATED
DISPATCH AUTHORITY**

Name of Chief/Director, Title

Jeffery Troyer, Executive Director

Date: _____

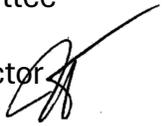
Date: _____



Kalamazoo County Consolidated Dispatch Authority



TO: Technical Advisory Committee

FROM: Jeff Troyer, Executive Director 

DATE: February 11, 2026

SUBJECT: AES Encryption Key and New AES Talkgroups Recommendations

This memo serves as recommendations in the planning process for transitioning law enforcement communications to Advanced Encryption Standard (AES).

AES ENCRYPTION KEY

Administration has had discussions with MPSCS a few agencies about the pros and cons of creating a unique Kalamazoo County law enforcement AES encryption key or utilizing the statewide shared key. The main advantages of using the statewide shared law enforcement key are ease for key loading in subscriber units, maintenance of encryption key, and interoperability with neighboring and state law enforcement agencies. If we develop our own unique key, all the advantages listed above become disadvantages and we will need to maintain the key in our own Key Variable Loaders (KVL). Furthermore, if we utilize the statewide shared key, a key share agreement will need to be considered in accordance with the following terms:

- KVL's must be model 5000 and be password/access code protected
- Only the Point of Contact (POC) on the key share agreement can have access to the KVL
- KVL must be secure and stored in a locked area
- An agency with a key loader containing the statewide shared key must have a secure equipment policy addressing the above items.
- Key loaders containing the key can only be used for radios under that agency's control/ownership; all others will be handled by MPSCS's Southwest Regional Service Center

It is administration's recommendation to adopt the statewide shared law enforcement AES key. In addition, it should be noted that Kalamazoo County Consolidated Dispatch Authority (KCCDA) currently has a KVL5000 and will attempt as part of the key share agreement to allow key loading for law enforcement agencies we directly dispatch since the agency subscriber units are operating on KCCDA's MPSCS subsystem.

NEW AES TALKGROUPS

When we transition to AES encryption, new talkgroups are required so the existing ones continue to function until the transition is complete. The following is a list of existing law enforcement primary and operational talkgroups under KCCDA control and the recommended new AES talkgroups:

<u>Existing DES-OFB Encrypted Talkgroup</u>		<u>NEW AES Encrypted Talkgroup</u>
499DISP↔.....	39LAW1
39P911↔.....	39LAW2
395P911↔.....	39LAW3
39LEIN↔.....	39LEINA
39TAC1↔.....	39TAC1A
39TAC2↔.....	39TAC2A
39TAC3↔.....	39TAC3A
39TAC4↔.....	39TAC4A
39TAC5↔.....	39TAC5A
39TAC6↔.....	39TAC6A
39TAC7↔.....	39TAC7A
39TAC8↔.....	39TAC8A
39TAC9↔.....	39TAC9A



Kalamazoo County Consolidated Dispatch Authority

Operational Policy and Procedure

SOP: 10.03	Page 1 of 5
Title: Unified Communications Plan	
Effective Date: November 1, 2023	NEW <input type="checkbox"/> REVISED <input checked="" type="checkbox"/> March 4, 2026
Approval:	
_____ <i>Jeff Troyer, Executive Director</i>	or _____ <i>Torie Rose, Deputy Director</i>

PURPOSE

The objectives of the Unified Communications Plan are:

1. Establish a unified communications plan for public safety agencies to utilize for multi-agency and discipline response to requests for service/incidents in Kalamazoo County.
2. Ensure seamless communications capability, inner and cross-discipline, utilizing talkgroups on the Kalamazoo MPSCS Simulcast Subsystem.

RESPONSIBILITIES

- KCCDA staff and public safety agencies operating in Kalamazoo County shall operate under this Unified Communications Plan.
- Dispatch staff and/or first responders should recognize large or significant incident(s) requiring inner and cross-discipline multiple agency responses and direct responding units or unified command to move all communications to a designated unified communications talkgroup.
- When a unified communications talkgroup is activated as part of an initial response, public safety agencies and dispatch staff will monitor the talkgroup and keep radio transmissions to emergency transmissions only.
- Dispatch staff and all field personnel shall utilize their full radio call sign(s) to ensure no duplications.

POLICY

PRIMARY DISPATCH ZONE

The Unified Communications Plan designates a *Primary Dispatch Zone* to be programmed into all public safety agency devices on the Kalamazoo MPSCS (800 MHz) Simulcast Subsystem. The *Primary Dispatch Zone* is for day-to-day operations within Kalamazoo County to ensure common talkgroups are readily available to first responders and command staff. The *Primary Dispatch Zone* varies depending on the primary dispatch position assigned to the agency at KCCDA.

The following are the *Primary Dispatch Zone* templates:

- *Required* Talkgroups – Highlight and bold font
- Highly Recommended Talkgroups – Bold font
- Recommended Talkgroups – Regular font
- The order in which the talkgroups are programmed (channel) is up to each agency.

LAW 1 – CITY		
Channel	Talkgroup	Notes
1	499DISP	LAW1 - City Prime
2	499FIRE	METRO Fire
3	39LEIN	LEIN
4	39P911	LAW2 - County Prime
5	395P911	LAW3 - Dispatch Prime
6	39TAC1	Law TAC 1 (LAW1 Alt)
7	39TAC2	Law TAC 2 (LAW2 Alt)
8	39TAC3	Law TAC 3 (LAW3 Alt)
9	39TAC4	Law TAC 4
10	39TAC5	Law TAC 5
11	39TAC6	Law TAC 6
12	39TAC 7	Law TAC 7
13	39SPEV1	UC Special Event 1
14	39SPEV2	UC Special Event 2
15	STATW5	Region 5 Interop
16	39COM	County Common

LAW 1 AES – CITY		
Channel	Talkgroup	Notes
1	39LAW1	LAW1 - City Prime
2	499FIRE	METRO Fire
3	39LEINA	LEIN
4	39LAW2	LAW2 - County Prime
5	39LAW3	LAW3 - Dispatch Prime
6	39TAC1A	Law TAC 1 (LAW1 Alt)
7	39TAC2A	Law TAC 2 (LAW2 Alt)
8	39TAC3A	Law TAC 3 (LAW3 Alt)
9	39TAC4A	Law TAC 4
10	39TAC5A	Law TAC 5
11	39TAC6A	Law TAC 6
12	39TAC7A	Law TAC 7
13	39SPEV1	UC Special Event 1
14	39SPEV2	UC Special Event 2
15	STATW5	Region 5 Interop
16	39COM	County Common

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LAW 2 – COUNTY		
Channel	Talkgroup	Notes
1	39P911	LAW2 - County Prime
2	39LEIN	LEIN
3	395P911	LAW3 - Dispatch Prime
4	499DISP	LAW1 - City Prime
5	39TAC1	Law TAC 1 (LAW1 Alt)
6	39TAC2	Law TAC 2 (LAW2 Alt)
7	39TAC3	Law TAC 3 (LAW3 Alt)
8	39TAC4	Law TAC 4
9	39TAC5	Law TAC 5
10	39TAC6	Law TAC 6
11	39TAC7	Law TAC 7
12	39SPEV1	UC Special Event 1
13	39SPEV2	UC Special Event 2
14	STATW5	Region 5 Interop
15	39COM	County Common
16	39CFOPS	County Fire Ops

LAW 2 AES – COUNTY		
Channel	Talkgroup	Notes
1	39LAW2	LAW2 - County Prime
2	39LEINA	LEIN
3	39LAW3	LAW3 - Dispatch Prime
4	39LAW1	LAW1 - City Prime
5	39TAC1A	Law TAC 1 (LAW1 Alt)
6	39TAC2A	Law TAC 2 (LAW2 Alt)
7	39TAC3A	Law TAC 3 (LAW3 Alt)
8	39TAC4A	Law TAC 4
9	39TAC5A	Law TAC 5
10	39TAC6A	Law TAC 6
11	39TAC7A	Law TAC 7
12	39SPEV1	UC Special Event 1
13	39SPEV2	UC Special Event 2
14	STATW5	Region 5 Interop
15	39COM	County Common
16	39CFOPS	County Fire Ops

LAW 3 - DISPATCH		
Channel	Talkgroup	Notes
1	395P911	LAW3 - Dispatch Prime
2	39LEIN	LEIN
3	499DISP	LAW1 - City Prime
4	39P911	LAW2 - County Prime
5	39TAC1	Law TAC 1 (LAW1 Alt)
6	39TAC2	Law TAC 2 (LAW2 Alt)
7	39TAC3	Law TAC 3 (LAW3 Alt)
8	39TAC4	Law TAC 4
9	39TAC5	Law TAC 5
10	39TAC6	Law TAC 6
11	39TAC7	Law TAC 7
12	39SPEV1	UC Special Event 1
13	39SPEV2	UC Special Event 2
14	STATW5	Region 5 Interop
15	39COM	County Common
16	39CFOPS or 39MFOPS	

LAW 3 AES – DISPATCH		
Channel	Talkgroup	Notes
1	39LAW3	LAW3 - Dispatch Prime
2	39LEINA	LEIN
3	39LAW1	LAW1 - City Prime
4	39LAW2	LAW2 - County Prime
5	39TAC1A	Law TAC 1 (LAW1 Alt)
6	39TAC2A	Law TAC 2 (LAW2 Alt)
7	39TAC3A	Law TAC 3 (LAW3 Alt)
8	39TAC4A	Law TAC 4
9	39TAC5A	Law TAC 5
10	39TAC6A	Law TAC 6
11	39TAC7A	Law TAC 7
12	39SPEV1	UC Special Event 1
13	39SPEV2	UC Special Event 2
14	STATW5	Region 5 Interop
15	39COM	County Common
16	39CFOPS or 39MFOPS	

COUNTY Fire Dispatch		
Channel	Talkgroup	Notes
1	39CFOPS	County Fire Ops
2	39MFOPS	Metro Fire Ops
3	499FIRE	KDPS FIRE
4	7TAC51D	Tactical Fire Ground 1
5	7TAC52D	Tactical Fire Ground 2
6	7TAC53D	Tactical Fire Ground 3
7	7TAC54D	Tactical Fire Ground 4
8	7TAC55D	Tactical Fire Ground 5
9	7TAC56D	Tactical Fire Ground 6
10	7GTAC57D	Tactical Fire Ground 7
11	39SPEV1	UC Special Event 1
12	39SPEV2	UC Special Event 2
13	STATW5	Region 5 Interop
14	39COM	County Common
15	"Open"	Department/Local Choice

METRO Fire Dispatch		
Channel	Talkgroup	Notes
1	39MFOPS	Metro Fire Ops
2	39CFOPS	County Fire Ops
3	499FIRE	KDPS Fire
4	499FIRE2	KDPS Fire 2
5	7TAC51D	Tactical Fire Ground 1
6	7TAC52D	Tactical Fire Ground 2
7	7TAC53D	Tactical Fire Ground 3
8	7TAC54D	Tactical Fire Ground 4
9	7TAC55D	Tactical Fire Ground 5
10	7TAC56D	Tactical Fire Ground 6
11	7GTAC57D	Tactical Fire Ground 7
12	39SPEV1	UC Special Event 1
13	39SPEV2	UC Special Event 2
14	STATW5	Region 5 Interop
15	"Open"	Department/Local Choice

EMS		
Channel	Talkgroup	Notes
1	39MFOPS	Metro Fire Ops
2	39CFOPS	County Fire Ops
3	39E911	EMS
4	39LIFE	Life EMS Dispatch
5	13LCARE	LifeCare Amb Dispatch
6	39FIRE	COUNTY Fire
7	499FIRE	METRO Fire
8	39SPEV1	UC Special Event 1
9	39SPEV2	UC Special Event 2
10	STATW5	Region 5 Interop
11	MEDCOM5	MedCom
12	MCC5	Med Control Coord
13	39BRON	Bronson Hospital
14	39BORG	Borgess Hospital
15	39COM	County Common
16	39EM1	County Emergency Mgmt

The designated Unified Communications talkgroups for Kalamazoo County shall be **39SPEV1** and **39SPEV2**. These talkgroups are unencrypted and required for all public safety agencies/entities operating in Kalamazoo County. 39SPEV1 and/or 39SPEV2 shall be utilized by dispatch and first responders for primary communications when an incident occurs requiring a large inner or cross-discipline agency response (law, fire, and EMS). Dispatch center staff and/or command staff for agencies responding have the authority to direct the transition to one of these two talkgroups.

Neighboring county departments/agencies *in the same discipline*, have KCCDA primary dispatch talkgroups/channels. Therefore, they should be equipped and prepared to monitor the primary dispatch channels for interoperability. In the event of an incident involving departments/agencies from multiple counties and *disciplines*, **STATW5** should be utilized until incident command is established and a special event talkgroup assignment can be obtained from MPSCS.

ADDITIONAL TALKGROUP RECOMMENDATIONS FOR OTHER ZONES

In the event an agency chooses not to install the highly recommended or recommended talkgroups in the Primary Dispatch Zone, those talkgroups should be installed in another zone where they are easily accessed. In addition, the following Kalamazoo talkgroups (not listed in the primary zone recommendations) are recommended to be programmed in additional zones:

39COM1	39COM5	39RC1	39SPEV6
39COM2	39EM1	39SPEV3	39SPEV7
39COM3	39EM2	39SPEV4	EMMD5
39COM4	39EM3	39SPEV5	

NOTE: There are many federal and state interoperability channels, and regional talkgroups designated/required for certain disciplines. This policy does not address those talkgroups but instead, each agency is encouraged to work with their vendor to ensure these talkgroups are programmed in the device.

TALKGROUP/CHANNEL PATCHING

Unique operational circumstances from time to time, may require temporary talkgroup and/or channel patching. KCCDA staff can patch multiple talkgroups, channels and bands using the MCC7500 radio console but should do so using *extreme caution*. Only unencrypted talkgroups and/or channels should be patched together. If a patch is initiated, it should be an interim solution and cleared as soon as possible.

- ✓ Patching County Fire (OC) Ops, Metro Fire Ops, or both to 800 Talkgroup
 SPECIAL NOTE – Effective December 1st 2025, the Fire VHF System(s) will be patched to the Kalamazoo MPSCS Subsystem permanently. After this transition, the additional patching below will not be necessary.

OC Ops, Metro Ops and/or both can be patched to an unencrypted talkgroup for interoperability during a large-scale incident. After the patch is initiated:

1. The respective fire dispatcher shall activate the "AllCall" tone set for the channel being patched (39CNT AllCall CA or 39MET AllCall MA).
2. An announcement shall be made on the respective Alert channel advising all departments the operations channel is out of service until further notice and all further radio traffic will occur on the Alert.
3. When the patch to the operations channel is removed, the respective fire dispatcher shall activate the "AllCall" tone set for the channel that was patched (same as step 1) and advise all departments the operations channel is available; resume normal operations.

NOTE: Two encrypted talkgroups/channels, with or without the same encryption, shall NOT BE PATCHED. Patching two encrypted talkgroups forces the system and user devices (primarily Michigan State Police) into a super key mode. This super key is different for MSP than any other agency resulting in MSP units not being able to hear any transmissions.

The following are encrypted law enforcement talkgroups included in the Primary Dispatch Zone templates and shall not be patched:

499DISP	39TAC1	39TAC5
39P911	39TAC2	39TAC6
39LEIN	39TAC3	39TAC7
395P911	39TAC4	

AES ENCRYPTED

<u>39LAW1</u>	<u>39TAC1A</u>	<u>39TAC5A</u>
<u>39LAW2</u>	<u>39TAC2A</u>	<u>39TAC6A</u>
<u>39LAW3</u>	<u>39TAC3A</u>	<u>39TAC7A</u>
<u>39LEINA</u>	<u>39TAC4A</u>	

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