



Chagrin Valley Dispatch Technical Advisory Meeting

July 15, 2013

Orange Village Hall

Members Present:

Chief James T. Brosius
Chief Frank Zupan
Chief Ronald Whitmer
Chief Tom Robinson
Chief Dale Canter
Chief Bob Wilson
Lisa Mariola

Chagrin Falls PD
Chagrin Falls Fire Department
Gates Mills Police Department
Gates Mills Fire Department
Moreland Hills Police Department
Orange Village Fire
Chagrin Dispatch

Others Present:

Lt. Nick DiCicco
Lt. John Patterson

Orange Village PD
Woodmere PD

Members Not Present:

Chief Tim Pitts
Chief David Maine
Chief Chris Kostura (represented by Lt. DiCicco)
Chief Mike Rizzo
Chief Dale Cohen
Chief Sheila Mason (represented by Lt. Patterson)

Bentleyville PD
Hunting Valley PD
Orange Village PD
South Russell PD
Woodmere FD
Woodmere PD

Meeting called to order at 9:04 am.

Approval of the meeting minutes from May 28th, 2013. Motion to approve the minutes made by Chief Whitmer, seconded by Chief Robinson, minutes approved.

Dispatch Administrator Report:

The user committee met on July 11th. We discussed that complaints on dispatch need to be in writing and they need to come from a supervisor from that department and be given to the dispatch supervisor or dispatch administrator.

The group also discussed officers updating their MDT's. LEADS will not allow systems with Windows XP to access the system starting April 2014. We will start dual-authentication in January. (an extension was received by LEADS).

Hiring Committee Update:

The committee interviewed 3 candidates for part-time on June 19th. All three were offered jobs contingent on them passing the CVSA, psychological, and physical. Due to the resignation of our newest full-time dispatcher, we will be interviewing for a full-time position on July 19th.

After the part-time interviews the committee came up with some guidelines for future positions with the dispatch center. See attached. The only change would be that the committee decided that due to the potential growth of the dispatch center and new candidates applying, the list would only be good for 6 months.

One of the part-time candidates will be interviewing for the full-time position. There were about 20 applicants and we narrowed it down to 6. Chief Zupan inquired about the hiring decision. The hiring committee is made up of representatives from most of the departments. Chief Whitmer (Gates Mills), Chief Mike Rizzo (South Russell), LT. Kevin Wyant (Moreland Hills), Lt. Larry Genova (Orange Fire), Lt. Nick DiCicco (Orange PD), and Lisa Mariola (Chagrin Falls). The committee ranks all of the applicants to establish the final ranking.

Dispatchers as COG Employees:

Nick and Lisa both spoke with Dave Bloom and due to Obama care being moving back a year it will give us time to list the pro's and con's of having the dispatchers become employees of the COG. For 2014 the dispatchers will remain employees of the Village of Chagrin. Lisa and Nick will work on getting a list together for the group to review.

New Facility Update:

Nick reported the bid openings were last week. The contract was given to Infinity Construction. The architect estimated the cost of renovation to come in at \$350,000 but Infinity bid the project at \$122,000. This is a little under what we budgeted for. The build out will be complete in 45 days (from start date). It will take about two weeks for the contract between University Hospital and Infinity Construction to be signed.

Cuyahoga County Consolidated Service Grant Update:

The grant request was submitted and we asked for about \$577,000. Nick and Lisa will meet with the review committee on Thursday afternoon. Ed Jerse, Norberto Colon and Michael Gallagher sit on the review

committee. Nick states the project should get funded, but it looks like we may not get the mobiles and portables we requested.

700x Radio Update

Nick met with the Fire Chief's about a new template. The changes will be made in the next 45 days.

There was a recent issue with Lifeflight. They were not able to talk to the fire department when they landed on 271 for the accident involving an Orange officer. Drew Ferguson from Chagrin Fire has talked with Lifeflight and dispatch has been advised to tell lifeflight what MARCS channel the fire department will be on. This channel will be added to the fire zone during reprogramming.

Nick stated that University Hospital has requested that we go with the Geauga model. Their dispatchers call one number (University Medvac) and they will get you the closest helicopter. There will be further discussion on this.

Chief Zupan had questions about the fire template. He asked about the MAYDAY channel. Chief Robinson explained that in the Heights region if there is a MAYDAY call all firemen go to the MAYDAY channel so that the operations channel is clear for the emergency.

Mayors Committee Update:

The mayors will be meeting at Orange on Wednesday July 17th at 7:30 a.m. Lisa advised that Mayor Brick would like a recommendation from this committee about future members ability to have a vote and what to do with the capitol money they are charged. After some discussion the Chiefs recommend that all members have a vote and that all capitol charges should be placed in a capitol account for future purchases of equipment.

New Member Update:

Nick received a letter of intent from Highland Hills. He also received a call from North Randall a couple of weeks ago, but he has not received any of their information.

Nick advised that if we add more agencies we may have to look at splitting the police departments up on two different channels.

There was a discussion on the MARCS fees. Nick said that he anticipates MARCS will stay competitive because of the Cleveland system. If not, we would have the option to change. The only downfall would be our inability to talk to Geauga County.

CRIS/REDDS Update:

Lisa and Nick met with Veronica and Barb on July 12th. The meeting went well and both sides are looking in to how to make things easier for the dispatchers and how the agencies can electronically submit their data to REDDS.

Miscellaneous:

Lisa mentioned that one of the grant requirements from the county is to have the dispatch center accredited. Lisa is looking in to options.

Nick advised he is going to approach VEG about setting up a communications team. He would like to have another radio programmer to assist with reprogramming.

Nick has also set up a Facebook page and twitter account for the dispatch center.

Lisa advised that there have been some changes made to the August schedule to accommodate 2 dispatchers around the clock. Since we are short personnel, Lisa will be working some day and afternoon shifts in the dispatch center.

Chief Zupan reported that South Russell has voted to stay with Chagrin Falls Fire Department and Chagrin Valley Dispatch.

The next meeting will be on September 4th at the conference room in Bedford Medical Center. This will give everyone a chance to see the progress of the dispatch center.

Meeting adjourned at 10:10.

Minutes taken by Lisa Mariola