

911 COMMUNICATIONS COMMISSION  
November 19, 2014

Chief Liggett called the meeting of the 911 Commission to order at 1:43 p.m. on November 19, 2014.

Members present: Chief Brad Liggett, Beloit Fire Department; Mary Beaver, Evansville EMS; Chief Terry Wendt, Evansville Fire Department; Chief Dave Hooker, Clinton Police Department; Chief David Moore, Janesville Police Department; Chief Norm Jacobs, Beloit Police Department; Chief Dave Wickstrum, Orfordville Police Department; Chief Jim Jensen, Janesville Fire Department

Members Not Present: Sheriff Bob Spoden, Rock County Sheriff's Office

Others present: Kathy Sukus and Brian Becker, Rock County Communications Center; Dara Mosley and Kayne Cushman, Rock County IT

1. Call to Order and Approval of Agenda  
Chief Liggett called the meeting to order at 1:43 p.m. Motion to approve the agenda by Wendt. Second by Hooker.
2. Minutes –September 17, 2014  
Motion by Jacobs to approve minutes as written. Second by Wendt. September 17, 2014 minutes approved as written.
3. Comments from the Public – No public present
4. Policy Updates
  - a) F1: Fire and EMS (update)  
The initial paging format was changed after a discussion with the Fire/EMS Workgroup. They've been testing out the new format for about a month and it has been going well. The policy was changed to reflect the new format. Dispatchers now say the municipality plus unit number instead of saying the department name as some agencies have separate fire and EMS departments and it was causing some confusion.

Page four was updated (paging button changes) because Beloit Fire changed how they are paged out after participating in a sleep study on the effects of pages on cardiac stress. They now page out similar to Janesville Fire Department (ramp up system and single station vs. all station toning).

On page 14, #3 was added for an incident with 5 or more patients in anticipation of the County's new Mass Fatality Plan that is being implemented soon.

- b) G1: General Dispatch (update)  
These updates were a result of cleaning up the policy now that there's a new mobile data system. Shot Spotter was also removed since it's no longer used.

Moore motioned to approve the policy changes. Second by Jacobs. Policy changes unanimously approved.

5. 9-1-1 Commission Chair – Nominations/Appointment

A new 9-1-1 Commission Chair term begins in January of 2015, with the Vice Chair term up for re-election January of 2016. Sukus opened the floor for Chair nominations. Jacobs nominated Chief Liggett (who accepted) for re-election. There were no other nominations. All in favor of Liggett continuing for another 2-year term of 9-1-1 Commission Chair? Unanimous.

6. Information Technology - Updates

Mosley stated they are still working on the Spillman query interface so officers won't have to continue to use Interact to run NCIC/CIB/DOT queries. Currently we are waiting for the State to get back to us on some items.

7. Informational Items & Updates

- a) Quality Assurance  
Sukus distributed the 3<sup>rd</sup> Quarter Quality Assurance Report and noted a return of 30% of card sent out. Brian Becker attempted to contact the citizen who sent back a negative review and did not receive a call back from the citizen. After investigating the incident, Becker concluded there was delay to the citizen's theft report because of a priority incident that was occurring at the same time.
- b) PSA Video  
Since running the Public Safety Announcement for the Center's non-emergency number, Sukus stated there has been a 5% decrease in these calls coming in on a 911 line. The next step will be to make sure call takers are redirecting these callers to the non-emergency line when they do use 911 for non-emergent purposes.
- c) Ebola/Infectious Disease EMD Card  
Working with Dr. MacNeal, the Communications Center has added an Ebola/Infectious Disease EMD card after a recommendation of best practice by the State EMS Medical Director. If three of the eight symptoms for Ebola have been reported, the call taker will switch to the new card and continue with questioning. First responders will be alerted to check

their notes or call dispatch for information. The card has been used approximately 10 times in the last three weeks but has never made it past the second question (traveling outside of the US). This will be revisited in January with Dr. MacNeal to see if the additional card is still needed.

d) Edgerton Radio Tower

The final part (tribal approval) of the environmental impact study was recently completed and we have been approved to start the groundwork for the tower. The contractor is hoping to begin next week depending on the weather.

e) 2015 Budget

The 2015 Rock County Budget was approved at County Board last week. All of the Communications Center's capital items were approved including an alarm system for the Edgerton tower, Pictometry flyover, Ute Street tower microwave replacement, and Text-to-911. Text-to-911 was approved since Intrado maintenance was reduced and so far it looks like Rock County will be the first one in the state to offer it.

f) Whitewater EMS

Sukus stated Whitewater EMS has requested to program Rock Fire Main into their radios. She has gotten their frequency IDs.

g) 2015 Joint Powers

Sukus stated the Joint Powers Agreements have been sent out to Administrators. They are the same contracts sent out every year, just updated to show 2015.

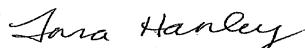
h) CALEA

The Communications Center will be having a CALEA mock assessment on December 5, 2014.

8. Adjournment – Motion by Wendt to adjourn. Commission adjourned at 1:59 p.m.

**Next Meeting – January 21, 2015**

Respectfully Submitted,



Tara Hanley  
Administrative Assistant  
Rock County Communications Center