

RIVERCOM 911 OPERATIONS GROUP

RiverCom Conference Room
140 S. Mission Street, 3rd Floor
Wenatchee, WA 98801

Meeting Minutes Tuesday, December 13, 2011

In Attendance:

Phil Mosher, *Chief, Chelan County Fire District #6*
Dick Gormley, *Representative, Chelan County Fire District #10*
Russ Stamps, *Assistant Chief, Chelan Fire & Rescue*
Dale Rinker, *Chief, Douglas County Fire District #3*
Lee Shafford, *Commissioner, Douglas County Fire District #3*
Kurt Middleton, *Location Manager/Paramedic, Lifeline Ambulance*
Rod Fountain, *Chief, Chelan County Fire District #9*
Mick Lamar, *Chief, Chelan County Fire District #4*
Dale Jordan, *Chief, Douglas County Fire District #1*
Tom Couey, *Douglas County Sheriff's Office*
Jim Brown, *Technical and Support Services Manager, Wenatchee Police Department*
Josh Humphrey, *Day Wireless Systems*
Greg Goodwin, *Day Wireless Systems*
Rod Thomas, *Day Wireless Systems*
Kelly O'Brien, *Chief, Chelan County Fire District #3*
Brian Pulse, *EMS Director, Cascade Medical Center*
Mike Dingle, *DC EM Specialist, Douglas County Sheriff's Office*
Joe Blaschka Jr., *ADCOMM Engineering*
Stan Smoke, *Chief, Wenatchee Fire & Rescue*
Karl Jonasson, *EMS Director, Lake Chelan Hospital District #2 - via Conference Call*
Arnold Baker, *Chief, Chelan County Fire District #5 – via Conference Call*
Millie Tirapelle, *Director, RiverCom 911*
Jerry Corder, *IT Manager, RiverCom 911*
Brad Granger, *Information Systems Technician, RiverCom 911*
Jackie Jones, *Operations Manager, RiverCom 911*
Criselia Grupp, *Administrative Services Manager, RiverCom 911*
Staci Engler, *Confidential Administrative Assistant, RiverCom 911*
Jeremiah Johnson, *Supervisor, RiverCom 911*

Call to Order:

Phil Mosher called the meeting to order at 11:00 AM. Meeting attendees introduced themselves.

Approval of Minutes:

The minutes from the November 8, 2011 meeting were approved as presented.

Simulcast-Narrowband System: Phase II and III

Representatives Greg Goodwin, Rod Thomas, and Josh Humphries from Day Wireless Systems were present at the meeting to discuss the build-out and scope of work for Phase III of the simulcast-narrowband system. Also present was Joe Blaschka Jr. serving as the independent Technical Engineer on behalf of RiverCom. Phase III of the project will provide a coordinated installation including fire and law.

Day Wireless representatives previously met with RiverCom on November 18, 2011 to outline project parameters and expectations. Day Wireless is currently collecting information and will be providing coverage maps. At the meeting, the following areas were noted as needing improved communications and were further discussed with the group:

- Palisade
- McNeil Canyon
- Malaga
- Jameson Lake
- Bridgeport Bar
- Lake Wenatchee
- Blewett Pass
- Grouse/Stehekin

A discussion took place to identify specific areas that need improvement and how to best utilize existing infrastructure. Day Wireless noted that one of the major hurdles will be the ability to license new frequencies. For the most part, we anticipate relicensing the current frequencies at the sites we already have. However, we may need other sites to fill in coverage. After a total of six (6) simulcast transmit sites are installed, we will start working on voter-receive capabilities.

The following items were also reported on at the meeting:

- Rod Fountain discussed issues with the terminology “Beyond Help”. A discussion followed about how dispatchers are required to follow protocol based on PRO-QA questions and responses.
- Director Tirapelle asked if the group was interested in partnering with Douglas County GIS to purchase licenses for a photo-mapping system. RiverCom’s portion of the fee would be about \$20,000 funded through sales tax revenue. After a short discussion, it was the consensus of the group to hold off on the purchase.
- Director Tirapelle reported that representatives from law enforcement records and the jail will present the idea of having a one-point-of-contact Spillman Applications Administrator (SAA) to the RiverCom Administrative Board at tomorrow’s Board meeting. Director Tirapelle stressed the importance of RiverCom’s ability to maintain and manage the UNIX operating system and the CAD portion of the Spillman system which directly impacts the safety of first responders.

- The rotational chairmanship of the RiverCom Operations Group moves to an EMS provider for 2012. Chief Phil Mosher nominated Brian Pulse to fill the position. Mike Dingle seconded the motion. Brian Pulse accepted the position as the RiverCom Operations Group Chairman for the year 2012. 2011 ROG Chairman Chief Moser will serve as the ROG voting member on the Administrative Board for 2012.

Committee Reports

There were no additional committee reports.

Good of the Order:

- Mike Dingle reported that due to substantial cuts in grant funding, the Douglas County Emergency Management program is likely to go away mid 2012 or early 2013.

There was no further comment.

The meeting was adjourned at 12:36 PM.

The next meeting is scheduled for Tuesday, January 10, 2012 at 1100 hours.