

Inter-Agency Cooperation Group

Camden PD – Rockland PD – Rockport PD – Thomaston PD – Knox County (KRCC, DA, Sheriff, Admin/IT)

A meeting of the Inter-Agency Cooperation Agreement Group Committee took place on Tuesday, April 30, 2013 at 10:00 a.m. in the Knox County Commission Hearing Room.

Committee members in attendance: Knox County Administrator Andrew Hart; KRCC Director Linwood Lothrop; Knox County DA's Office Secretary Kelly Leland; Chief Bruce Boucher, Rockland PD; Chief Randy Gagne, Camden PD; Chief Kevin Haj, Thomaston PD; and Chief Mark Kelley, Rockport PD. (*Committee members not in attendance: Knox County Sheriff Donna Dennison.*)

Others in attendance: Knox County Systems Administrator Mike Dean; Knox County Executive Office Administrative Assistant Candice Richards; EMA Director Ray Sisk; and KRCC Executive Board member Adam Miceli.

AGENDA

Tuesday – April 30, 2012 – 10:00 a.m.

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| I. | 10:00 | Meeting Called To Order by Committee Chair |
| II. | 10:01 | Approval of Minutes
1. March 15, 2011
2. January 5, 2012
3. March 13, 2012 |
| III. | 10:05 | Discussion Items
1. Vote in Officers for 2013
2. Spillman Licensing & Fire/EMS (Mike Dean) |
| VI. | 10:50 | Other Business |
| V. | 11:00 | Adjourn |

I. Meeting called to order

Chair Chief Randy Gagne called the meeting to order at 10:25 a.m.

II. Approval of Minutes

1. March 15, 2011

Chief Mark Kelley motioned to approve the minutes. Linwood Lothrop seconded the motion. A vote was taken with all in favor.

2. January 5, 2012

Chief Mark Kelley motioned to approve the minutes. Chief Bruce Boucher seconded the motion. A vote was taken with all in favor.

3. March 13, 2012

Chief Bruce Boucher motioned to approve the minutes. Chief Mark Kelley seconded the motion. A vote was taken with all in favor.

III. Discussion Items

1. Vote in Officers for 2013

CHAIR

- **A motion was made by Chief Bruce Boucher for Chief Mark Kelley to serve as the Board's Chair in 2013. The motion was seconded by Chief Randy Gagne. A vote was taken with 1 in favor. The motion therefore failed.**

Members that voted in favor: 1

B. Boucher

Members that voted against: 3

K. Haj, R. Gagne, M. Kelley

Members that did not vote in any form: 3

L. Lothrop, K. Leland, D. Dennison (*not in attendance*)

- **A motion was made by Chief Kevin Haj for Chief Randy Gagne to serve as the Board's Chair in 2013. The motion was seconded by Chief Mark Kelley. A vote was taken with 5 in favor. The motion therefore passed.**

Members that voted in favor: 5

K. Haj, L. Lothrop, B. Boucher, K. Leland, R. Gagne

Members that voted against: 0

M. Kelley

Members that did not vote in any form: 1

D. Dennison (*not in attendance*)

VICE-CHAIR

- **A motion was made by Chief Mark Kelley for Sheriff Donna Dennison to serve as the Board's Vice Chair in 2013. The motion was seconded by Chief Kevin Haj. A vote was taken with 3 in favor. The motion therefore passed.**

Members that voted in favor: 6

K. Haj, L. Lothrop, B. Boucher, K. Leland, R. Gagne, M. Kelley

Members that voted against: 0

None.

Members that did not vote in any form: 1

D. Dennison (*not in attendance*)

SECRETARY

It was stated that administrative assistant Candice Richards would continue serving as the Board's secretary in 2013.

TREASURER

- **A motion was made by Chief Bruce Boucher for DA Secretary Kelly Leland to serve as the Board's Treasurer in 2013. The motion was seconded by Chief Kevin Haj. A vote was taken with 3 in favor. The motion therefore passed.**

Members that voted in favor: 3

K. Haj, L. Lothrop, B. Boucher, R. Gagne

Members that voted against: 1

M. Kelley

Members that did not vote in any form: 2

K. Leland, D. Dennison (*not in attendance*)

2. Spillman Licensing & Fire/EMS

Chief Gagne noted that he had read the minutes from a KRCC Executive Board meeting and it sounded like the Board felt that the Inter-Agency Group was deliberately holding up the works in getting Spillman access for Fire Departments but that isn't true. He wanted it on record that he personally supported them getting access. Other Group members voiced the same opinion.

Systems Administrator Dean explained that the Group has never actually come up with a plan to have Fire and EMS connecting to Spillman. There has been opposition in the past from sitting sheriffs to Fire and EMS people getting access because it's a law enforcement data base. There's never been a clear plan for bringing Fire and EMS in. The Spillman licenses are not properly licensed for the way they are being used. The County didn't buy the mobile licensing to be able to do that in the cruisers (running names and plates). The deficiency was discovered when looking into how to bring in Fire and EMS. The Group only has 10 licenses but there needs to be a total of 41 to cover all law enforcement in Knox County. The 10 are technically owned by the Sheriff's Department since they were purchased with the Sheriff's budget. If the 31 licenses aren't purchased for the law enforcement already using them, the mobile client would have to be removed from the laptops and everyone would have to use the full Spillman screen instead of the mobile client. If a Fire or EMS agency doesn't want to use their allotted license, they could transfer or lend it to another agency that wants to use multiple units. The more licenses bought at the same time, the cheaper the cost per license.

Licenses needed	One-time Cost	Annual Maintenance	
10			Sheriff's Department (have 10, need another 10)
21	\$23,000		4 police departments in Knox County
12	\$12,920	\$720	EMS
17	\$16,100	\$731	Fire

60

There was some question about whether the Sheriff's Department actually "owned" the 10 licenses or whether the Group as a whole had collectively paid for them.

The question was raised of whether forfeiture money could be used to purchase licenses. Systems Administrator Dean responded that the sheriff can only make purchases with forfeiture money for their own agency. He added that Spillman still sees the sheriff as the host agency who owns the licenses and does not want to get involved in politics. The signed agreement that Spillman has is between Spillman and the sheriff's office.

The Group discussed whether it made sense to transfer all of the licenses to the RCC since it represents all of the County's agencies.

There was some discussion of bringing Fire and EMS into the Inter-Agency group or having the Chair of the Inter-Agency Group attend the KRCC Executive Board meetings.

Systems Administrator Dean asked for direction from the Board on how they wanted to move forward with the licenses and adding in Fire and EMS. He also noted that another problem is he can't support 36 agencies. He already works 80 hours a week gets calls from the agencies already on board on a regular basis. If the County is going to start supporting that many agencies than there will need to be an assistant to the systems administrator to help with some of the work load.

Systems Administrator Dean commented that Spillman has changed how they do their licensing four times since the County started using Spillman, but the County didn't keep up with those evolutions. The bottom line is the Group is deficient on the number of licenses for the number of users using the system. Before anyone can even think of bringing on other agencies, the law enforcement agencies need to get caught up on their own licenses.

There was a discussion about whether Fire Departments would actually want access to Spillman. Adam Miceli seemed to think most wouldn't. Many of the users had just thought that the County already had a bunch of extra licenses so they thought there was licensing available for them to have access. The Board asked Mr. Miceli to poll the KRCC Advisory Committee to see what the actual interest level was, because if they really weren't that interested, it wouldn't be worth the expense.

Systems Administrator Dean noted that it may be more economically feasible for everyone to move over to ERS (Emergency Recording System). Spillman has an interface to work with it. He added that he would get a quote for what it would cost to go to ERS.

Chief Gagne said that he would call the Sheriff as Chair and personally invite her to the next meeting once it's scheduled.

IV. Other Business

Next Meeting:

Will be scheduled the Tuesday after the KRCC Executive Board next meets.

V. Adjourn

- Chief Mark Kelley motioned to adjourn; Chief Kevin Haj seconded; a vote was taken with all in favor.

Meeting adjourned 11:44 a.m.

Respectfully Submitted,

Candice Richards
Administrative Assistant
Inter-Agency Cooperation Group Recording Secretary