

Knox Regional Communications Center Executive Board

Wednesday
October 19, 2016
3:00 p.m.

A meeting of the Executive Board of the Knox Regional Communications Center took place on **Wednesday, October 19, 2016 at 3:00 p.m.** in the Knox County Emergency Management Agency Office.

Executive Board members in attendance: Adam Miceli, Rockland Fire/EMS; Camden Fire Chief Chris Farley; Craig Cooley, Rockport Police Department; Jesse Thompson, Union EMS; and Ruston Barnard, Rockland Fire/EMS. **Members absent:** *Knox County EMA Director Ray Sisk; and Rockland PD Deputy Chief Chris Young.*

Others in attendance: Knox Regional Communications Director Linwood Lothrop, Knox County Administrator Andrew Hart, and Administrative Assistant Candice Richards.

I. 3:00 Meeting Called To Order

II. 3:01 Action Items:

1. Approval of Board Minutes of August 24, 2016.

III. 3:05 Discussion Items:

1. KRCC Oral Board Scheduled 10/31
2. Enhanced Mutual Aid Discussion
3. Multi-Jurisdictional Toning Update
4. Digital Radio Testing Update
5. 2017 KRCC Budget Draft
6. Election of Officers Discussion

IV. Other Business

V. Adjourn

I. Call to Order

The meeting was called to order by Chair Chris Farley at 3:11 p.m.

II. Action Items

1. Approval of Minutes of August 24, 2016.

- Craig Cooley motioned to approve the minutes. Adam Miceli seconded the motion. A vote was taken with all in favor.

III. Discussion Items

1. KRCC Oral Board Scheduled 10/31.

Director Lothrop noted that new hire temporary full-time employee Taylor Benzie and three other applicants will be participating in oral boards on October 31st. If all four are hired full-time, the KRCC will be full staff (except for the deputy communications director position).

Director Lothrop said that he had contacted the young man about a month ago that had done the video for the Camden FD about doing one for dispatch as a recruitment video, but hasn't heard back. Chris Farley said he'd follow up with the contact.

2. Enhanced Mutual Aid Discussion.

There were no updates yet – Chris Farley just said that he would take the information from Director Lothrop to the next Mutual Aid meeting.

3. Multi-Jurisdictional Toning Update.

Director Lothrop asked for feedback and whether anyone had heard of any issues. Adam Miceli said that he didn't like how it was working out and thought that maybe everyone should be toned out and not do a second alarm because just saying "Rockland Fire et al assigned units" doesn't tell responders who is assigned. He said that he can only hear what tones go out after Rockland's does, so he doesn't know who else was toned out before. Director Lothrop responded that if it's not working or causing confusion, maybe it should be changed. Chris Farley commented that he hadn't heard anything negative about it yet. Jesse Thompson said that he just had to explain it to a few people, but once he did so and explained why the change was made, he hasn't heard any complaints.

4. Digital Radio Testing Update.

Director Lothrop said that so far, everyone that he has talked to that has tried out the new digital radios has been happy with how well they work, even in areas that are usually dead spots. Jesse Thompson said that he went around to all the known dead areas that even cell phones have issues getting reception, and the radio worked great.

Director Lothrop noted that the infrastructure to use the new digital technology is already in place and running, but the individual agencies will have to replace their radios and portables. He is working on trying to find grant funding possibilities, but right now there aren't a lot of money opportunities since most of it gets targeted to larger population areas. The County may have to consider going out to bond to get the whole County up to date if there is no other funding options. He suggested that the Executive Board put out something in writing around the start of the new year explaining the Board's position on the future of the Center and technology requirements, explaining what the municipalities will need to do and what to purchase for equipment.

5. 2017 KRCC Budget Draft.

Since the last meeting, the KRCC budget draft has been revised. The increase over the 2016 budget is under 1 percent, even with the new deputy communications director position added in. The draft includes the capital of the onsite redundant equipment. Director Lothrop explained that Bruce Marcus recommended having the redundant equipment because when it's ordered, it has to go through customs, which can take weeks. The extra equipment would not just sit in a closet, however, but would be rotated annually when the frequencies are checked each year. Everything will be used, just on a rotating basis. The IP monitor for Coggins Hill is also in capital items.

Director Lothrop asked Administrator Hart to tell the Executive Board about where the County stands with the internet upgrade because Systems Administrator Mike Dean had initially said there was a plan to provide some relief before 2017. Administrator Hart explained that the build-out of fiber to the courthouse and the Public Safety Building will happen in 2017 but he was not sure exactly then. He wasn't sure about whether there was something that could be done in the meantime and said he'd have to check with Systems Administrator Dean and let Director Lothrop know so he could pass the information on to the Executive Board.

6. Election of Officers Discussion.

Director Lothrop just wanted to make sure the Executive Board remembered that the Users Group needed to do the election of officers in the meeting after this one concluded.

IV. Other Business

New, larger monitors have been installed in response to the employees asking for better equipment. The consoles had to be altered to get the new monitors to fit but County staff was able to do it themselves at a lower cost. The old monitors were 19 inches and about 6 years. The new monitors are 21 inches.

Director Lothrop has proposed going back to the old schedule of 4 shifts per week of 10 hours (instead of 5 shifts of 8 hours) on January 1.

The new method of training new-hires with a single training is going great so far. Taylor Benzie is the first one being trained this way and it's working a lot better. Director Lothrop has checked in with him on a weekly basis to see how it's going and Taylor hasn't said he's had any issues.

Administrator Hart commented that the County met with NCEU to go over the changes to the job descriptions and they didn't end up having any issues with the changes after all. The wage increases have already been implemented. The new deputy position was brought up to the NCEU reps and they were supportive of that. The Commission has already approved the revised job descriptions and the new job description for the new position.

Chris Farley asked Lothrop if he had heard anything more about dispatch employees trying to change the union they're negotiating with. He hadn't.

Next Meeting

3rd Wed in January 18th for the next Executive Board meeting. 3 p.m.

V. Adjourn

- Craig Cooley motioned to adjourn. Jesse Thompson seconded the motion. A vote was taken with all in favor.

Meeting adjourned at 4:01 p.m.

Respectfully submitted,

Candice Richards
Administrative Assistant