

Thurston 911 Communications
Operations Board Meeting Minutes
Monday, August 19, 2024 @ 1:00 P.M.

Meeting was held via Zoom and in person.

FIRE SERVICE MEMBERS PRESENT:

Brian Hurley – Chair, Tumwater Fire Department
Brian VanCamp – Thurston County Fire District 8
Steve Brooks – Lacey Fire District 3
Ben Miller-Todd – Thurston County Medic One
Matt Morris – Olympia Fire Department

LAW ENFORCEMENT MEMBERS PRESENT:

Robert Almada – Vice-Chair, Lacey Police Department
Jon Weiks – Tumwater Police Department
Rob Carlson – Yelm Police Department
Rich Allen – Olympia Police Department
Dave Pearsall – Thurston County Sheriff's Office

TCOMM STAFF:

Wendy Hill – Executive Director
Aaron Moe – Human Resources Manager
David Taylor – Radio Systems Manager
Bre Skaggs – Administrative Assistant

GUESTS:

Sam Costello – Olympia Police Department
Jennifer Schmidt – Lacey Fire District 3
Leonard Johnson – McLane Black Lake Fire Department
Eric Forsythe – American Medical Response

Call to Order

Operations Chair, B. Hurley called the meeting to order at 1300 hrs.

Approval of Agenda & Minutes

Approval of the August 19, 2024 Agenda. **(J. Weiks/R. Almada)**
Approval of the July 15, 2024 Operations Board meeting minutes **M/S/C (R. Allen/J. Weiks)**

Correspondence - None

Public Testimony - None

SUBCOMMITTEE REPORTS

I.T. Services – W. Hill stated an additional IT Systems Administrator was hired in July with the primary focus being on cyber security. Increasing cyber security efforts will be an ongoing focus for IT staff in the foreseeable future.

Radio Systems – D. Taylor provided an update of current TCERN system progress.

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Cutover – Cutover to the TCERN system is tentatively scheduled for late October. A date will be set after the last microwave installation and both the Hawks Prairie and Fire Station 82 radio sites become operational. A Cutover Planning Team has been established to draft a process for the actual cutover and includes representatives from Dispatch, Fire/EMS and Law users.

Civil Site Work – Three sites are still pending completion. DuPont is in temporary operational condition while the site is prepped for construction and a NEPA report is completed. Hawks Prairie is fully operational, however, there is no microwave communication link from the site to the main system. The microwave link will be installed with the final microwave mobilization. Fire Station 82's monopole has been installed and the site improvement permit is still pending. This site will also operate in temporary condition in order to not delay cutover. Bald Hills has received a new generator and propane system. The HVAC has been ordered and are awaiting the final design plan for solar from ADCOMM.

Subscriber Equipment – There are 39 radios that need to be programmed. DVRS are on order and are scheduled to arrive mid-September. Once received, programming will begin with delivery to agencies and facilitating agency unit programming and use. This is anticipated to occur post-cutover.

FLAC Subcommittee Report – W. Hill provided the board with a few highlights from the last meeting. Adding case numbers via MCTs. The discussion was officers having the functionality to manually add case numbers to incidents via the MCT. However, if the officer provides a disposition and takes themselves off of the incident, any data work that was needed would no longer be on the dispatcher screen for this to happen. The FLAC discussed it and decided it was not an option they wanted to pursue, but they were going to check back with their agencies to confirm and report back at the next FLAC meeting.

The other item discussed was duplicate case numbers for runaways. ACCESS made changes to their system and now when two runaways leave from the same location, it's possible to put multiple runaways in the ACCESS system with one case number. If one is removed, the other would still remain in the system under the case number. It was recommended FLAC users discuss this with their records staff to see if this may cause issues with RMS. If there are no issues it's recommended to adopt this practice at the next FLAC meeting.

Old Business

Field Ops Update – W. Hill stated both McLane/Black Lake Fire and Olympia Police have agreed to test the Field Ops app. TCOMM was recently advised of a User Agreement that must take place between Central Square, TCOMM, and every user agency that would like to have Field Ops. A discussion took place and it was determined that the draft user agreement will be sent to the user agencies for review and feedback, with the goal of standardizing the template as much as possible before signing.

New Business

TCERN Subscriber Preventative Maintenance Plan Update – W. Hill stated TCOMM has been working with Motorola for several months on the subscriber preventative maintenance plan. As of right now, we only have two agencies that have contacted Day Wireless to get their mobiles and portables serviced. To better utilize funds, TCOMM would like to revise the preventative maintenance agreement for years two through five, using Diagnostix continual monitoring system. This would continually monitor all radios on the system and advise the TCOMM Radio Systems Team when a radio needs looked at further. TCOMM would notify the user

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agency who are responsible for further inspection/repair. A discussion took place and a motion to move forward with changing the preventative maintenance plan to utilizing Diagnostix was made. **M/S/C (R. Almada/R. Allen)**

CBD Protocols – W. Hill apologized for TCOMM's part in the miscommunication regarding the CBD book updates. There is a meeting taking place in September with Medic One to discuss an alternative approach when changes to the CBD book take place.

USDD Single Announcement Trial – W. Hill stated that FLAC is recommending a three month trial on single dispatch only beginning September. A discussion took place, and a motion was made to move forward with the trial of single dispatch in September. **M/S/C (S. Brooks/L. Johnson)**

Meeting adjourned: With no further business or good of the order, the Board meeting adjourned at 1:32 pm.

Next Meeting:

Joint Operations Board / FLAC Meeting September 16, 2024 at 1:00 pm