

MEETING MINUTES

BRICS Monthly PSAP Meeting



TYPE OF MEETING	A meeting of representatives from all primary and secondary PSAPs in Butler County, to discuss operational and technical communication issues.	
FACILITATOR	BRICS – Butler Regional Interoperable Communications System	
DATE / TIME	June 22, 2011 at 10:00am	
LOCATION	1810 Princeton Road, Hamilton OH 45011	
ATTENDEES	1COM	John Jones
	2COM	Dan Philpot
	3COM	Becky Flick
	4COM	
	5COM	
	6COM	
	7COM	Dennis Dick
	8COM	
	9COM	Bonnie Short
	BRICS	Tanya Kasier, Bill Vedra

MEETING TOPICS

Testing the All-County Broadcast

ISSUE BACKGROUND: The ACB, effective July 2010, is often not being used when it needs to be. In past PSAP meetings, it was concluded that the infrequent use was due to hesitation, by dispatchers, to make a broadcast because they are unfamiliar with the procedure. The Advisory Board asked the PSAP committee to remedy the situation. It was concluded, by the committee, that regular testing of the ACB by all centers would increase proficiency. With dispatchers more comfortable with making an ACB, it would be used in appropriate situations and information sharing / first-responder safety will improve as a result. BRICS was tasked with developing a testing plan and procedure.

THIS MEETING: Bill Vedra/BRICS presented the test plan / procedure to the group. No changes were proposed. The group decided upon July 1st for an effective date. Vedra advised that if any center wished to begin earlier, they could. All agencies will be notified so they understand the purpose of the testing.

MORE INFO: <http://butlersheriff.org/radio/users/guides/all-county-broadcasts/>

Fiber Outage at 2COM and 3COM

ISSUE BACKGROUND: Dispatch radio consoles at 2COM and 3COM lost connectivity to the master site, making network resources unavailable, for approximately one hour on Tuesday June 21, 2011.

THIS MEETING: Bill Vedra/BRICS advised the group that the outage was due to a fiber cut that occurred near the BC Engineer's Office. The loop that feeds 2COM and 3COM travels over some City of Hamilton fiber. A contractor was advised by the City of Hamilton that there was no traffic on some particular strands of fiber and that they would be ok to cut; it was determined after the cut that they did in fact carry traffic and the contractor was directed to fuse them together to restore service. County IT and Hamilton IT will be meeting with BRICS soon to provide further information.

BCFCA Radio Policy

ISSUE BACKGROUND: The Butler County Fire Chief's Association (BCFCA) has a communications committee that advises both the BCFCA and the 800MHz Advisory Board on issues as they relate to fire / EMS communications. They issued a radio policy in 2010 to standardize certain procedures across all fire/EMS agencies and their dispatch centers. They approved a revision at the June 2011 BCFCA meeting.

THIS MEETING: Bill Vedra/BRICS recommended that all PSAP managers review the document for changes. Some attendees were unaware of the revised policy and were shown where it could be downloaded. Concern was expressed that the effective date of the revised policy came before dispatch centers and fire departments could receive training and be prepared to implement, especially as it relates to emergency alarm activations.

MORE INFO: <http://butlersheriff.org/radio/2011/06/bcfca-radio-policy-revised/>

Dispatcher Training

THIS MEETING: Bill Vedra/BRICS advised the group of an ongoing project: to develop standardized, web-based training for dispatchers and other radio system users via a Learning Management System (LMS). When complete, users will be able to log into a secure LMS and complete training at their leisure. Courses would include web-based final exams that will "certify" the user, in a manner similar to FEMA Incident Command courses. Bonnie Short/9COM recommended a refresher course for dispatchers on patching, as the new BCFCA policy calls for patching in some situations, and most dispatch centers rarely use this feature.

OTHER INFORMATION

- Dennis Dick is now the Operations Manager for 7COM.
- Dennis Dick/7COM shared that they have tentatively scheduled a dispatcher in-service training for Thursday, October 6th, 2011.

NEXT MEETING

The committee meets on the fourth Wednesday of each month.

Wednesday, July 27th 2011 at 10:00am – Location TBD