



**BUTLER REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM  
800 MHz ADVISORY BOARD MEETING MINUTES**

January 26, 2017

**LOCATION**      Butler County EOC

Meeting called to order by A/Chair J. Detherage, A/Co-Chair at 1:40 PM.

<b>BOARD MEMBERS</b>							
Communications Representatives	Sheriff's Office	Capt. M. Franke	P		Commissioners	Mr. D. Dixon	A
	Engineer's	Mr. S. Bressler	A		Butler County Chiefs of Police Assn.	Chief M. Dickey	A
	Butler County Fire Chief's Assn.	Chief S. Dawson Chief J. Detherage/A	E P				
	West Chester Twp.	Manager D. Dick	P		Sheriff's Office	Lt. N. Fisher	P
	Hamilton	LT. J. Nethers	P		Oxford	Lt.L. Fening	A
	Middletown	Lt. L. Hood	P		Fairfield	Chief D. Bennett	A
	Trenton	Lt. D. Rosenfelder	P		Monroe	Lt. D. Chasteen	A

**APPROVAL OF MINUTES**      Motion to accept the minutes from the meeting on September 22, 2016: 1<sup>st</sup>. D. Dick 2<sup>nd</sup>. M. Franke **PASSED**

**BRICS SYSTEM UPDATES**

- Lt. N. Fisher
  - School Emergency Radio updates; T. Kaiser updated on the school radio project
  - Radio System statistics;
  - Motorola Depot repair update; Repairs are going up yearly as the radios get older. 92 radios were sent to the depot in 2016
  - Financial Update;
  - Radio Programming; Discussion on the upcoming programming to include Preble County, Training zone and the naming updates.
  - Discussion on the MCI talkgroups in Zone E. Region 3 is north and Region 6 is south.
  - 7.17 System updates; More information will be distributed as we receive it
  -

**SECRETARY UPDATES**

- Richard Miller, Secretary
  - Thank you for the responses to the request to update board members.

**COMMITTEE REPORTS**

- **PSAP**, D. Dick
  - Nothing to report. Still meeting
- **LE**,
  - No report
- **FIRE**, J. Galloway
  - The draft E Button policy has been distributed as well as the training zone information

- **PLAIN TALK,**
  - No report
  
- **SUBSCRIBER FUNDING/ STRATEGIC PLANNING,**
  - The group has not been formed yet

**OLD BUSINESS**

- None

**NEW BUSINESS**

- Emergency Button Language DRAFT; Lt. Fisher, accidental activations must have the word "OUT" as part of the response. Draft policy will be attached to the minutes. Expect a vote to ratify at the next meeting.
- Training Zone discussion; Copy of the information will be attached to the minutes.

**GOOD OF THE ORDER**

- Marvin Hoffman is the new Seven Mile Fire Chief
- David VanArsdale is the new Captain at Butler County MetroParks
- 2017 tabletop exercises being planned
  1. Indiana/Ohio border county exercise on communications
  2. Tabletop for the new PURSUIT talkgroups
- 
- The next meeting is March 23, 2017 at 1:30PM

**Adjournment** - Motion by J. Galloway to close the meeting at 2:20 PM.

Respectfully Submitted,

*Richard A. Miller,*  
Secretary



Butler County Sheriff's Office  
Technical Services Division  
BRICS Support Unit



# BRICS

Butler Regional Interoperable  
Communications System

800MHz Advisory Board  
January 26, 2017

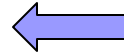
# Agenda

- School Emergency Radio Update
- Statistics
- Motorola Depot
- Financial Update
- Radio Programming
  - Codeplugs
- 7.17 Update
- Secretary Report
- Committee Reports
- Old Business
- New Business
- Good of the Order
- Meeting Schedule

# School Emergency Radios

## Updates

- New Miami Local – Installed 12/2016
- All schools emergency alarms tested in 2016 except for the following
  - St. Ann
  - Badin
  - Immanual Lutheran



Will be reprogrammed  
and tested week of  
Jan 30

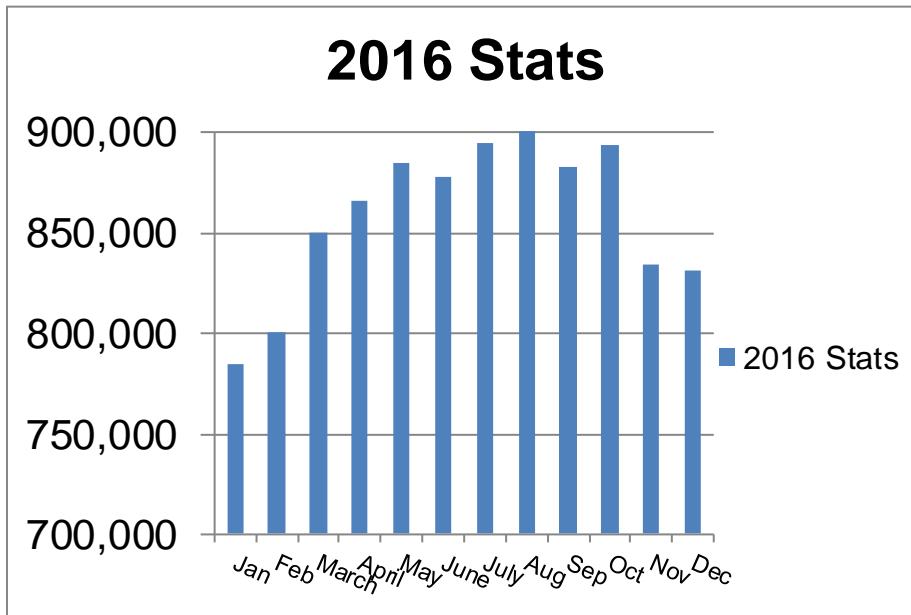
# Statistics

2016

- **PTTs – 10,338,045**
- **586,634 increase from 2015**

2016 Jan-June	
Radio PTTs	
January	785,175
February	800,363
March	850,418
April	866,432
May	884,451
June	878,037

2016 July-December	
Radio PTTs	
July	894,438
August	935,820
September	883,124
October	893,933
November	834,368
December	831,486



- 3030 radio users
- 377 talkgroups
- 10 dispatch console sites
- 7 PSAPS
  - 4 Primary
  - 3 Secondary
- 7 telephone sites
- 20 channels
- Repairs and Purchases
  - 2016 – 789

## Radio Repair - Motorola Depot

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Total Depot Repair - <b>2016</b>	5	2	3	3	2	21	10	5	11	20	10	1	92
Total Depot Repair - <b>2015</b>	3	9	2	9	3	9	7	9	9	5	2	4	71
Total Depot Repair - <b>2014</b>	3	2	1	7	8	4	9	11	6	3	3	2	59
Total Depot Repair - <b>2013</b>	2	1	2	1	4	1	9	3	3	1	2	1	30



# Butler County Sheriff's Office Open Invoices As of January 25, 2017

	Type	Date	Num	Memo	Due Date	Open Balance
Atrium Medical						
	Invoice	01/23/2017	2403	Annual Radio Maintenance 2017	02/22/2017	75.00
						75.00
Bethesda BC						
	Invoice	01/23/2017	2406	Annual Maintenance 2017	02/22/2017	75.00
						75.00
Butler County Metro Parks						
	Invoice	12/06/2016	2305 BPMP	2017 1st Qtr Aircards	01/05/2017	582.93
	Invoice	01/23/2017	2407	2017 Annual Maintenance Park Rangers	02/22/2017	175.00
	Invoice	01/23/2017	2409	2017 Annual Maintenance	02/22/2017	580.00
						1,337.93
Butler County Regional Transit						
	Invoice	01/23/2017	2408	2017 Annual Hamilton	01/23/2017	4,495.00
	Invoice	01/23/2017	2410	2016 Annual - Middletown RTA	01/23/2017	1,740.00
						6,235.00
Butler County Water						
	Invoice	01/23/2017	2411	2017 Annual Maintenance	02/22/2017	435.00
						435.00
Cincinnati Childrens Hosp						
	Invoice	01/23/2017	2412	2017 Radio Maintenance	01/23/2017	75.00
						75.00
Cincinnati State						
	Invoice	01/24/2017	2414	2017 Radio Maintenance	01/24/2017	50.00
						50.00
College Corner Fire						
	Invoice	01/24/2017	2415	2017 Annual Maintenance	02/23/2017	750.00
						750.00

	Type	Date	Num	Memo	Due Date	Open Balance
Fairfield City Fire						
	Invoice	12/29/2016	2350 FFD	purchase	01/28/2017	258.00
	Invoice	12/29/2016	2351 FFD	Radio purchase	01/28/2017	5,740.00
	Invoice	01/24/2017	2416	Annual Maintenance 2017	02/23/2017	2,025.00
						8,023.00
Fairfield City Municipal						
	Invoice	01/24/2017	2417	Annual Maintenance 2017	01/24/2017	125.00
						125.00
Fairfield City Police						
	Invoice	01/24/2017	2418	Annual Maintenance 2017	02/23/2017	15,535.00
						15,535.00
Fairfield City Public Util						
	Invoice	01/24/2017	2419	Annual Maintenance 2017	02/23/2017	4,350.00
						4,350.00
Fairfield City Public Works						
	Invoice	01/24/2017	2420	Annual Maintenance 2017	02/23/2017	5,510.00
						5,510.00
Fairfield Twp Fire						
	Invoice	01/24/2017	2421	Annual Maintenance 2017	02/23/2017	1,800.00
						1,800.00
Fairfield Twp Police						
	Invoice	01/24/2017	2422	Annual Maintenance 2017	02/23/2017	725.00
						725.00
Fairfield Twp Service						
	Invoice	01/24/2017	2423	Annual Maintenance 2017	02/23/2017	1,450.00
						1,450.00

# Butler County Sheriff's Office

## Open Invoices

### As of January 25, 2017

	Type	Date	Num	Memo	Due Date	Open Balance
Fort Hamilton Hosp						
	Invoice	01/24/2017	2424	Annual Maintenance 2017	02/23/2017	75.00
						75.00
Hamilton City Fire						
	Invoice	08/26/2016	2038 HFD	Asset 62064	09/25/2016	82.00
	Invoice	09/08/2016	2073 HFD	purchase	10/08/2016	82.00
	Invoice	12/19/2016	2341 HFD	purchase	01/18/2017	86.00
	Invoice	01/24/2017	2425	Annual Maintenance 2017	02/23/2017	2,950.00
						3,200.00
Hamilton City Police						
	Invoice	11/09/2016	2212 HPD	purchase	12/09/2016	788.28
	Invoice	11/17/2016	2241 HPD	Radio 114198	12/17/2016	116.25
	Invoice	01/18/2017	2399 HPD	Radio 114150	02/17/2017	112.00
	Invoice	01/24/2017	2426	Annual Maintenance 2017	02/23/2017	3,625.00
						4,641.53
Hamilton City Util						
	Invoice	01/24/2017	2427	Annual Maintenance 2017	02/23/2017	1,275.00
						1,275.00
Hanover Twp Fire Dept						
	Invoice	01/24/2017	2428	2017 Annual Maintenance	02/23/2017	1,500.00
						1,500.00
Hanover Twp Road Dept						
	Invoice	01/14/2016	1434 HTRD	2016 Annual Billing	02/13/2016	580.00
	Invoice	01/24/2017	2429	2017 Annual Billing	02/23/2017	580.00
						1,160.00
Liberty Twp Fire Dept						
	Invoice	01/24/2017	2430	2017 Annual Billing	02/23/2017	1,950.00
						1,950.00
Liberty Twp Public Works						
	Invoice	01/24/2017	2431	2017 Annual Billing	02/23/2017	2,175.00
						2,175.00

January 26, 2017

	Type	Date	Num	Memo	Due Date	Open Balance
Madison Twp Fire Dept						
	Invoice	01/24/2017	2432	2017 Annual Billing	02/23/2017	1,175.00
						1,175.00
Madison Twp Road Dept						
	Invoice	01/24/2017	2433	2017 Annual Billing	02/23/2017	725.00
						725.00
McCullough Hyde Hospital						
	Invoice	01/24/2017	2434	2017 Annual Billing	02/23/2017	75.00
						75.00
Mercy Hospital Fairfield						
	Invoice	01/24/2017	2435	2017 Annual Billing	02/23/2017	75.00
						75.00
Miami Univ Physical Facilities						
	Invoice	01/24/2017	2436	2017 Annual Billing	02/23/2017	1,275.00
						1,275.00
Middletown Area Senior						
	Invoice	01/25/2017	2444	2017 Annual Billing	02/24/2017	1,160.00
						1,160.00
Middletown City Fire Dept						
	Invoice	01/25/2017	2445	2017 Annual Billing	02/24/2017	2,800.00
						2,800.00
Middletown City Police Dept						
	Invoice	01/25/2017	2446	2017 Annual Billing	02/24/2017	20,830.00
						20,830.00
Middletown City Public Works						
	Invoice	01/25/2017	2447	2017 Annual Billing	02/24/2017	3,045.00
						3,045.00
Milford Twp Fire Dept						
	Invoice	01/25/2017	2448	2017 Annual Billing	02/24/2017	1,475.00
						1,475.00

# Butler County Sheriff's Office

## Open Invoices

### As of January 25, 2017

	Type	Date	Num	Memo	Due Date	Open Balance
Monroe City Fire Dept						
	Invoice	01/06/2017	2368 MNFD	purchase	02/05/2017	752.00
	Invoice	01/25/2017	2449	2017 Annual Billing	02/24/2017	1,475.00
						2,227.00
Monroe City Police Dept						
	Invoice	01/18/2017	2400 MNPD	battery purchase	02/17/2017	1,032.00
	Invoice	01/25/2017	2450	2017 Annual Billing	02/24/2017	9,090.00
	Invoice	01/25/2017	2451	Annual 2017 Portables / Control station	02/24/2017	1,025.00
						11,147.00
Morgan Twp Fire Dept						
	Invoice	01/25/2017	2452	2016 Annual Billing	02/24/2017	1,225.00
						1,225.00
Morgan Twp Road Dept						
	Invoice	01/25/2017	2453	2017 Annual Billing	02/24/2017	435.00
						435.00
New Miami Fire Dept						
	Invoice	01/25/2017	2455	2017 Annual Billing	02/24/2017	750.00
						750.00
New Miami Police Dept						
	Invoice	01/25/2017	2457	2017 Annual Billing	02/24/2017	175.00
						175.00
Oxford City Fire Dept						
	Invoice	01/25/2017	2458	2017 Annual Billing	02/24/2017	1,625.00
						1,625.00
Oxford City Police Dept						
	Invoice	01/25/2017	2459	2017 Annual Billing	02/24/2017	6,095.00
						6,095.00
Oxford City Public Works						
	Invoice	01/25/2017	2460	2016 Annual Billing	02/24/2017	1,250.00
						1,250.00

	Type	Date	Num	Memo	Due Date	Open Balance
Oxford Twp Police Dept						
	Invoice	01/06/2017	2369 OTPD	Purchase	02/05/2017	39.38
	Invoice	01/25/2017	2461	2017 Annual Billing	02/24/2017	500.00
						539.38
Oxford Twp Road Dept						
	Invoice	01/25/2017	2462	2017 Annual Billing	02/24/2017	435.00
						435.00
Partners In Prime						
	Invoice	01/25/2017	2463	2017 Annual Billing	02/24/2017	4,640.00
						4,640.00
Reily Twp Fire Dept						
	Invoice	01/25/2017	2464	2017 Annual Billing	02/24/2017	1,450.00
						1,450.00
Reily Twp Public Works						
	Invoice	01/25/2017	2465	2017 Annual Billing	01/25/2017	435.00
						435.00
Ross Twp Fire Dept						
	Invoice	01/25/2017	2466	2017 Annual Billing	01/25/2017	1,750.00
						1,750.00
Ross Twp Police Dept						
	Invoice	01/25/2017	2467	2017 Annual Billing	02/24/2017	275.00
						275.00
Seven Mile Fire Dept						
	Invoice	01/25/2017	2468	2017 Annual Billing	02/24/2017	850.00
						850.00
Seven Mile Police Dept						
	Invoice	01/25/2017	2469	2017 Annual Billing	02/24/2017	250.00
						250.00
St Clair Twp Fire Dept						
	Invoice	01/25/2017	2470	2017 Annual Billing	02/24/2017	1,025.00
						1,025.00

# Butler County Sheriff's Office

## Open Invoices

### As of January 25, 2017

	Type	Date	Num	Memo	Due Date	Open Balance
St Clair Twp Life Squad						
	Invoice	01/06/2017	2370 SCLS	purchase	02/05/2017	430.00
	Invoice	01/25/2017	2471	2017 Annual Billing	02/24/2017	525.00
						955.00
Trenton City Comm						
	Invoice	01/25/2017	2472	2017 Annual Billing	01/25/2017	9,165.00
						9,165.00
Trenton City Fire Dept						
	Invoice	01/25/2017	2473	2017 Annual Billing	02/24/2017	975.00
						975.00
Trenton City Police Dept						
	Invoice	01/25/2017	2474	2017 Annual Billing	02/24/2017	550.00
						550.00
Wayne Twp Fire Dept						
	Invoice	01/25/2017	2475	2017 Annual Billing	02/24/2017	750.00
						750.00
Wayne Twp Road Dept						
	Invoice	01/25/2017	2476	2017 Annual Billing	02/24/2017	435.00
						435.00
West Chester Med - ER						
	Invoice	01/25/2017	2477	2017 Annual Billing	02/24/2017	75.00
						75.00
West Chester Med - Security						
	Invoice	01/25/2017	2478	2017 Annual Billing	02/24/2017	75.00
						75.00
West Chester Twp Comm						
	Invoice	01/25/2017	2479	2017 Annual Billing	02/24/2017	22,725.00
	Invoice	01/25/2017	2480	2017 Annual Billing	02/24/2017	750.00
						23,475.00
West Chester Twp Fire Dept						
	Invoice	01/25/2017	2481	2017 Annual Billing	02/24/2017	2,725.00
						2,725.00

	Type	Date	Num	Memo	Due Date	Open Balance
West Chester Twp Police Dept						
	Invoice	11/04/2016	2189 WCPD	repairs to various radios	12/04/2016	606.58
	Invoice	01/18/2017	2398 WCPD	Radio 114832	02/17/2017	116.25
	Invoice	01/25/2017	2482	2017 Annual Billing	02/24/2017	2,400.00
						3,122.83
West Chester Twp Road Dept						
	Invoice	01/25/2017	2483	2017 Annual Billing	02/24/2017	1,250.00
						1,250.00
<b>TOTAL</b>						<b>175,293.67</b>



## **PROGRAMMING**

Hamilton County, Cincinnati, Montgomery County, Preble County

# Codeplugs

- We will be touching radios again very soon to correct the naming on C11 and add the training and Preble zones
- Adding “X” to MARCS interop talkgroup labels



# 7.17 System Updates

- This is the bi-annual updates to the system
- This is scheduled for this spring
  - We will provide more information as we receive it.



# Secretary Report

January 26, 2017





# Committee Reports

- PSAP Committee
- Law Communications Committee
- Fire Communications Committee
- Plain Language Committee
- Subscriber Funding/ Strategic Planning



# OLD BUSINESS

January 26, 2017



# NEW BUSINESS

- Emergency Button Language
- Training Zone

# GOOD OF THE ORDER

- Marvin Hoffman –  
Seven Mile Fire  
Chief
- Dave VanArsdale –  
Metro Parks  
Captain
- 2017 Tabletop Exercises
  - Communications exercise for accomplishing interoperability between Ohio and Indiana county agencies
  - Regional pursuit talkgroup exercise

# Meeting Schedule

- Schedule:

- January

- March

- May

- July

- September

- Next meeting

- March 23, 2017 @ 1:30 PM

Title:	<b>Emergency Alarms</b>
Number:	BRICS Policy 4.05
Cross-Referenced:	None
Applies to:	Communications Centers BRICS Trunked Radio System
Effective Date:	<b>DRAFT REVISION</b>

**4.05.1 Purpose**

- a. The Butler Regional Interoperable Communications System (BRICS) is capable of transmitting emergency alarms from field users to communications centers. This policy seeks to establish consistent acknowledgement and response to emergency alarms.

**4.05.2 Definitions**

- a. As used in this policy:
  - i. “communications center” or “center” refers to any public safety communications center using BRICS dispatch consoles to communicate with public safety personnel
  - ii. “Emergency Alarm” refers to an alarm transmitted when a field users presses the emergency button on their portable or mobile radio. Upon receipt, the console sounds an audible alarm until it is silenced by a dispatcher. The talkgroup receiving the alarm flashes red.
  - iii. “Emergency Call” refers to any voice traffic transmitted by a radio after sending an emergency alarm. An emergency call receives higher priority on the radio system than a normal talkgroup call.
  - iv. “Acknowledge the alarm” refers to the command on the dispatch console that silences the audible alarm at all positions. The visual indication of alarm (red flashing) continues, allowing the communications center to investigate and verify the source of the alarm without the disruption of an audible alarm.
  - v. “Knockdown the alarm” refers to the command on the dispatch console that clears the alarm condition completely. The alarming talkgroup returns to normal at all console positions at all centers.
  - vi. “End Emergency Tones” refers to the command on the dispatch console that silences emergency tones at one position only. It does not affect the emergency alarm at any other console or center.
  - vii. “Tactical Alarm” refers to an emergency alarm that is delivered on the same talkgroup as the one currently selected on the user’s radio.
  - viii. “Revert Alarm” refers to an emergency alarm that is delivered on a designated talkgroup, regardless of the one currently selected on the user’s radio.
  - ix. “Hot Microphone” or “Hot Mic” refers to an emergency alarm setting that causes the radio to automatically initiate an emergency call following the alarm, for a pre-determined time period, activating the microphone and transmitting without requiring further user interaction.

**4.05.3 Emergency Alarm Radio Behavior by Talkgroup**

- i. Local Law Enforcement and Fire / EMS Talkgroups
  1. Each communications center responsible for a law enforcement agency or agencies has one or more primary law enforcement dispatching talkgroups specific to their center.
  2. Each communications center responsible for a Fire / EMS agency or agencies has one or more primary fire / EMS dispatching talkgroups specific to their center.
  3. Radios are programmed so that, while selected on a local talkgroup such as those found in Zone A1 – A4, activation of the emergency alarm will revert to the primary dispatching talkgroup in Zone A1. The alarm is only received by the center responsible for the local talkgroup.
- ii. Shared Countywide Talkgroups
  1. Emergency alarms sent on the following types of talkgroups will revert to the user's primary talkgroup in Zone A1:
    - a. 09 LAW talkgroups
    - b. 09 CVRT talkgroups
  2. Emergency alarms sent on the following types of talkgroups are tactical alarms and remain on the selected talkgroup. The alarm will be received by all communications centers in Butler County:
    - a. 09 FIRE talkgroups
    - b. 09 TAC talkgroups
    - c. 09 EVNT talkgroups
    - d. 09 MA talkgroups
  3. Emergency alarms from "Out of County" / Interoperability Users
    - a. Many agencies from surrounding counties will have Butler County interoperability talkgroups programmed into their radios for use while assisting at incidents in our county.
    - b. Since there is no way to determine what agency or communications center these users will be assisting at any given time, emergency alarms and calls on "revert alarm" talkgroups will be delivered on the "09 HELP" talkgroup to all centers.
- iii. Special Programming for Hot Microphone
  1. The Hot Microphone feature is not typically used. Normally, a user generates an emergency alarm by pressing the emergency button, and then the user may optionally initiate an emergency call using the push-to-talk button.
  2. There are some exceptions for special circumstances. Correctional Center talkgroups and School Emergency talkgroups, for instance, use the hot microphone to automatically transmit audio following an emergency alarm activation. During the hot mic transmission, the dispatcher or radio console operator can listen to what is occurring and must wait for it to conclude before querying the radio user.

**4.05.4 Procedure Upon Receipt of Alarm – Local Talkgroups**

- a. Received on Local Primary Dispatch Talkgroups
  - i. Emergency alarms received on local talkgroups are the responsibility of the receiving communications center and will be dealt with according to local policy
  - ii. Console operators will use the “knockdown” command when the alarm condition has been verified as false or dealt with according to local policy

**4.05.5 Procedure Upon Receipt of Alarm – Shared Countywide Talkgroups**

- a. Emergency alarms on shared, countywide talkgroups sound in all communications centers. It is of the utmost importance that emergency alarms are only acknowledged or knocked down by the dispatcher who will handle the emergency. These commands affect the alarm across all radio consoles in all communications centers. Acknowledging or knocking down an alarm that you do not intend to handle is a serious safety concern, and has the potential to delay or prevent a response from the dispatcher responsible for the user in distress.
- b. Once the emergency alarm has been received, the priority level for that user and talkgroup are elevated in the radio system. The elevated priority is canceled when the dispatcher uses the knockdown command, which is why it is important not to knockdown an emergency alarm until the situation has been resolved.
- c. All dispatchers using BRICS radio systems shall:
  - i. only use the “acknowledge” or “knockdown” command if they will be taking ownership of or otherwise handling the alarm, including but not limited to checking on the user and providing whatever resources or assistance their situation may require
  - ii. use the “acknowledge” command when taking ownership of the alarm, before querying the user in alarm
  - iii. use the “knockdown” command only once the user’s emergency has been completely resolved or determined to be false
  - iv. use the “end emergency tones” command for emergencies outside their responsibility, for the purpose of muting the alarm at an individual console position
- d. When a tactical emergency alarm is received on a countywide talkgroup, all centers shall:
  - i. Review the radio alias or ID number from the alarm
  - ii. Determine, based on knowledge of incidents and assignments in progress, if the radio’s user is the responsibility of that center
    - 1. If yes, the communications center responsible for the incident or assignment in progress will take control of the emergency alarm
    - 2. If no, the radio console operator may use the “end emergency tones” command to silence the alarm at their individual console
    - 3. No radio console operator shall “acknowledge” or “knockdown” an emergency alarm unless they intend to take control of the emergency situation to its conclusion
- e. The communications center taking control of the alarm shall:
  - i. “Acknowledge” the emergency alarm
  - ii. Query the radio user on the talkgroup, using the radio alias



1. Example: "9COM to 83 Engine 56-B, are you declaring an emergency?"
- iii. If the radio user indicates an emergency situation:
  1. Gather necessary information and relay it to an incident commander on the appropriate talkgroup, or send emergency assistance as appropriate according to local policy
- iv. If the radio user indicates the alarm was accidental:
  1. Instruct the user to reset their radio and return to the appropriate talkgroup
  2. Use the "knockdown" command
- v. If the radio user is unreachable:
  1. Relay information, including the full alias of the radio user with the emergency, to the incident commander on the appropriate talkgroup and ask them to check the status of the radio user, or
  2. Contact the communications center normally responsible for the radio user (e.g. Warren County Communications)
- vi. In the event an emergency alarm on a "09" talkgroup is not acknowledged by any center for a period of ten seconds, the Butler County Sheriff's Communications Center (9COM) shall assume control of the alarm. The 9COM dispatcher will check on the unit and notify the appropriate center based on the emergency's circumstances.

#### **4.05.6 Procedural Recommendations**

- a. Use of Emergency Alarm
  - i. The activation of an emergency alarm is sent, as data, even when a talkgroup is otherwise busy with voice traffic that would prevent a user from making a normal talkgroup call. The emergency alarm gives a radio user the highest priority available on the radio system, allowing that user to secure a trunking channel when that user might otherwise receive a busy signal. It also allows the user, operating in emergency mode, to interrupt the voice calls of dispatchers and field users.
  - ii. From this technical perspective, it is recommended that users be directed, in the procedures of police and fire associations or local agencies, to activate the emergency alarm as their first course of action if that user is in distress and requires emergency assistance or rescue.
- b. Verification of Accidental Alarm Activations
  - i. When a user activates the emergency alarm feature and reports that it was done so in error, the dispatcher handling the alarm must make a determination about whether further confirmation is required, or whether the user might be in distress but unable to say so.
  - ii. Due to the nature of shared countywide talkgroups, it is possible that an emergency alarm might be handled by any one of the dispatch centers on the system, irrespective of which dispatch center normally works with the user.
  - iii. From the operational perspective of a shared system, it is recommended that the procedures of police and fire associations or local agencies be standardized to use a common term or coded language indicating that the user is safe and that the alarm is confirmed as accidental. It is

recommended that these procedure(s) include provisions to send emergency help if the term or code is not received.

- iv. The Butler County Fire Chiefs' Association and the Butler County Association of Chiefs of Police have adopted the term "out" to be used in a message to a dispatcher to confirm that an alarm was accidental and that no emergency assistance is required.

- 1. Example

- Dispatcher: "Oxford 1 Lincoln 40 are you declaring an emergency?"

- 1L40: "1 Lincoln 40, accidental, out"

**4.05.7 Revision History and References**

a. Revision History

12-03-2009 First publication recommended by Advisory Board

01-29-2010 First publication approved by Sheriff

01-20-2015 Policy modified and clarified with Special Order 2015-001

01-16-2017 Revision recommended by BRICS Support Unit

MM-DD-YYYY Publication of revision recommended by Advisory Board

MM-DD-YYYY Revision approved by Sheriff, rescinding Special Order 2015-001

b. Content References

Radio Procedure – Butler County Fire Chiefs' Association, Section 7.4.1

# BRICS TRAINING ZONE OVERVIEW

BRICS TRAINING				
Zone T				
Name	E	C	F	S
1 09TRN TCT1	T	B		X
2 09TRN TCT2	T	B		X
3 09TRN REV3	R	B		X
4 09TRN HOTT	T	B		X
5 09TRN HOTR	R	B		X
6 7 TAC 71D	T			X
7 7 LAW 81D	T			X
8 7 FIRE 63D	T			X
9 8 TAC 93D	T			X
10				
11				
12				
13				
14				
15				
16				

## Text / Background Color Key

Talkgroup	Emergency Revert Talkgroup (per system)
Talkgroup	Clear / Unencrypted Talkgroup (Black Text)
Talkgroup	Secure / Encrypted Talkgroup (Red Text)
Talkgroup	Receive-Only Talkgroup (Blue Text)
Talkgroup	Surveillance-Mode Talkgroup (Background Color)
Talkgroup	Announcement TG / Multigroup (Background Color)\
Channel	Conventional Channel (Background Color)

E C F S

E Emergency Alarm Type (R = Revert, T = Tactical (Stays on TG / Channel))  
 C MARCS/BRICS Coverage (B = BRICS Towers, A = BRICS and Adjacent, S = Statewide)  
 F Failsoft (# = Failsoft Channel, Blank = None)  
 S Scan List (# = Scan List Number and Enabled, X = Disabled)

Usage of the channels require an ICS205 from BRICS. They will not be active unless there is a 205.  
 BRICS staff will brief the IC/Training Coordinator on their usage. i.e. MAYDAY training.  
 Safety should be assigned to monitor the agency A1 Talkgroup during scenario based training.  
 Digital and Analog conventional channels have been added as they act differently for emergencies.  
**TCT** = Tactical emergencies. Emergency button stays on the channel.  
**REV**= Revert emergencies. Emergency button reverts to the 09TRN TCT1 channel. Simulating your radio returning to your dispatcher on A1  
**HOTT**= Tactical emergency opens the microphone for XX seconds. This is used in Jail Operations. School radios operate this way.  
**HOTR**= Revert emergency opens the microphone for XX seconds. Emergency reverts to A1.  
 All channels are **encrypted**.

## Training Examples:

**FIREGROUNDS:** Use the T2 talkgroup. A FIRE TG is set to TACTICAL. The radio stays on the channel.

**LE LAW TG:** Use the T3 talkgroup. The LAW TG is set to revert to the A1 channel. This will revert to T1 TG. Your trainer should monitor the T1 TG to act as the dispatcher.

**FD/LE TAC/ MA:** Use the T2 talkgroup. These are set to TACTICAL. The radio stays on the channel.

**Jail:** Can use T4 or T5 depending on assignment. T4 will act the same as BCJ CTL and T5 the same as BCJ OPS.

**Conventional:** T6 to T9 are conventional channels. T6 to T8 are digital. T9 is analog. These can be used to train in known poor coverage areas.