

**NORCOM  
9-1-1 USER BOARD MEETING  
MINUTES**

**January 13, 2010**

**PRESENT:** Paul Iverson, Jay Hannon, Vasily Hansen, Kevin Hendricks, Bill Miles, Gordon Jensen, Dan Mullen, Greg Dyke, Rod Yoder, Don Fleck, David Dryden, Brent Earhart, Pete McCallum, Doug Garrett, Scott Russell, Rick Lewis and Dan Johnson.  
Staff: Gina Audritsh

**The User Board Meeting was called to order at 2:08 p.m. by Chair Dan Johnson**

**I Minutes**

**Motion made by Brent Earhart to approve the minutes from September 30, 2009 Executive Board Meeting. Motion seconded by Gordon Jensen. Motion carried with all in favor.**

**II Bills**

**Motion made by Dave Dryden to approve the bills as presented for October, November and December 2009. Brent Earhart seconded the motion. Motion carried with all in favor.**

**III New Business**

**Elect Board Officers:** Nominations opened for the following positions: User Board Chair, User Board Vice Chair and User Board 2<sup>nd</sup> Vice Chair.

Nominations include: Dan Johnson for Chair – nominated by Don Fleck and Second by Kevin Hendricks.

Nominations include: David Dryden 1<sup>st</sup> Vice Chair – nominated by Brent Earhart and Second by Don Fleck.

Nominations include: Bill Hansen for 2<sup>nd</sup> Vice Chair – nominated by Rod Yoder and Second by Kevin Hendricks.

**Elect At Large Positions for Executive Committee:** Nominations open for the two “at large” Executive Committee Positions.

Nomination made for Rod Yoder and Rick Lewis.

**Kevin Hendricks moved that nominations be closed and a unanimous ballot be cast for those nominated. Dan Mullen second the motion.**

**Motion carried with all in favor.**

**Elect Budget Committee Officers:**

Nominations open for members to serve on the Budget Committee. The following members nominated to serve:

Captain Doug Garrett – Woodburn Police Department  
Chief Brent Earhart – Mt Angel Police Department  
Chief Dan Johnson – Monitor Fire District – Board Chair  
Chief Dave Dryden – Hubbard Police Department – Vice Chair  
Chief Bill Miles – Silverton Fire District

Motion made by Kevin Hendricks to accept the nominations. Scott Russell second the motion. Motion carried with all in favor.

Budget Committee Meeting scheduled for Tuesday, February 16, 2010 at 10:00 a.m.

**Fiscal Year 2009-2010 Audit Report Distribution:** The Audit report was distributed, modifications recommended to change the Mt Angel Police Department and Aurora Fire Department representative on the cover sheet. This Agenda Item tabled for acceptance at the next Executive Board Meeting so that members have time to review the document and report and formulate any questions if necessary.

**CAD –to-CAD Bus:** Gina provided an update with reference to the cost quotes from both New World Systems [CAD Vendor] and On-Line Business Systems [Bus Developer] for connecting NORCOM to the Metro Area. The cost is almost prohibitive if we are going to seriously consider migrating to the newer version of MSP CAD. The MSP CAD has an Interface built in on the New World Side and would require much less programming from both vendors. Gina would recommend that we evaluate the feasibility of purchasing the NWS MSP Upgrade prior to continuing to explore the opportunity to join the BUS with the iSeries AS400 Technology. Item tabled until after Budget adoption. Scott Russell

**Radio project:** Discussion took place with reference to enhancing our current radio infrastructure and to look into the future and potentially look at a VHF Trunked System utilizing all the radio frequencies that area available to NORCOM with both law enforcement agencies and fire districts. Gina shared the recent meeting that Woodburn and Hubbard City Public Works and Police Departments have had and included the discussion of sharing the Public Works Frequency with law enforcement for a secondary tactical or service channel after hours and use for Public Works to have monitored during the day. This would also provide a single channel between law, fire and city services for interoperability both on a daily basis as well as emergency disaster situations.

Discussion took place with reference to the current radio tech support the Agencies have and the desire for an outside opinion from someone with radio expertise. The discussion also included an independent study for radio infrastructure from someone besides the radio vendor to ensure that we are exploring all options. Board Members took turns expressing some of their frustrations and concerns with reference to the current radio

vendor that we are all using.

Kevin Hendricks shared that maybe the users need to look at contributing the same funds that they put towards their individual radio needs at their respective departments to NORCOM to facilitate a single source maintenance plan and potentially staffing a Radio Tech in the NORCOM Budget or sharing those costs with another PSAP. It was recommended that all users forward their radio maintenance budget costs to Gina for determining if this would be cost prohibited or of benefit to continue exploring.

#### **IV Old Business**

Everbridge: Gina shared the progress that we are making with the Everbridge project, although progressing slower than she had anticipated. The next Training Session is February 19<sup>th</sup> at 11:00 a.m. – This is the same date as the North County Fire Chiefs Meeting – Gina recommended we set it up as a group training session at this meeting in Hubbard.

MCIC Radio Template: The Radio Template has yet to be approved and is still a working document and topic of discussion at the monthly MCIC Meetings. The latest recommendation was to have at minimum 4 zones in the radios and leaving zone 1 to be agency definable for their individual needs and then zone 2 – 4 would be set up in a regional basis for interoperability.

#### **V Information Share**

Woodburn PD – Scott Russell introduced Captain Garrett as the newest addition to Woodburn Police Department. Captain Garrett is the Captain of the Support Division for the police department and will be the liaison for NORCOM and other users.

Woodburn FD – Jay Hannon advised the applications closed for the Fire Chief position on the 30<sup>th</sup>.

Monitor FD – Dan Johnson advised their new Engine is in service. This is their first New Engine replacement in 25 years. Monitor having an open house at their station on February 6<sup>th</sup>.

**User Board Meeting adjourned at 3:20 p.m.  
Next meeting to be scheduled at the discretion of the Board Chair.**