

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

March 18, 2008

PRESENT: Don Fleck, Rod Yoder, Dan Mullen, Shawn Baird, Paul Iverson, Kevin Hendricks, Dan Johnson, Jay Hannon, Brent Earhart, Scott Russell, Pete McCallum, Rick Lewis.
Staff: Gina Audritsh

The User Board Meeting was called to order at 2:03 p.m. by Chair Dan Johnson.

Introduction

Dan provided a brief introduction of the new Agenda style with timelines to keep the board meetings on track and within a reasonable time frame. Dan also advised that in order to keep to the agenda and stay on task it would be appropriate to notify the Director at least two weeks prior to the meeting if there is a topic that is necessary to place on the Agenda.

Minutes

Discussion occurred with reference to the prepared minutes. There was discussion that Kevin Hendricks didn't recall seconding all the motions at the February Board Meeting. Discussion included that Sandi Nelson-Ryan from Mt Angel Police Department was the person who seconded the motion for Brent Earhart to be nominated for Vice Chair.

Motion made by Dan Mullen to approve the minutes. Motion seconded by Kevin Hendricks. Motion carried with all in favor.

Bills

Brent asked a question with reference to the two interpreter service bills. Gina explained that we have a redundancy built in for the language line interpreter services. The preferred service is OMNI due to the generally better service with promptness and they are also less expensive on their interpreter services. We maintain the secondary service in the event that we have a problem with the OMNI service. The Language Line Interpreter Service is much more expensive.

Motion made by Dan Mullen to approve the bills as presented. Scott Russell seconded the motion. Motion carried with all in favor.

Audit

Dan asked if there were any questions on the annual audit from the previous fiscal year. Hearing none Dan entertained a motion for approval.

Motion made by rod Yoder to accept the Audit Report as presented. Motion seconded by Don Fleck. Motion carried with all in favor.

Old Business:

ORS190 Agreement

Dan Johnson opened discussion with reference to the amended ORS190 Agreement. Dan announced that some board members actively participated in the process. Several areas were reviewed and recommended for modification [grammatical];

Section 4 (F)

Page 2 – (F)

Section 5 – subsection 6.

Section 4 A.

Section 4. J.

Discussion included drafting an MOU to maintain the current board officers to maintain continuity so that we don't have to start the election process over. Suggestion was to seek legal council assistance with this piece.

Summarize discussion to include that Gina will modify the agreement presented today to include the revised changes as documented during the meeting and will forward to NORCOM legal council for review and recommendation. Once the document is returned from legal it will be forwarded to user agencies to forward to their legal department. The goal would be to receive something back within 60 days and potentially have an agreement for acceptance at the June 18th Meeting.

Gina will present any changes to the board via email for discussion at the June 18th Meeting.

Gina will provide the revised document to all member jurisdictions of the ORS190 Agreement for review and approval with their legal and government structure.

Ambulance Agreement

Dan Johnson initiated a sub committee to review the proposed draft agreement with Shawn Baird of Woodburn Ambulance. The sub committee will include: Brent Earhart, Dan Johnson and Shawn Baird. Gina will participate in this process.

Information Share

Scott Russell – Woodburn Police Department will be coordinating an Active Shooter Training in the next couple of weeks – Fire/EMS and other law enforcement agencies are invited to participate in the training process. Mt Angel PD, Hubbard PD, Gervais PD and Silverton PD are all participating.

Brent Earhart – Mt Angel Police Department recently participated in the ICS 300 / 400 class with Don Fleck which was a good class.

Don Fleck – Mt Angel Fire District will be doing a burn of a barn(s).

Dan Johnson – Monitor Fire District will be hosing the annual breakfast on Saturday, April 13th. April 15th is the multi-agency drill exercise over North 1 – the exercise will involve 4 vehicles, 9 patients and 7 agencies. The Tulip Festival begins this weekend.

Rod Yoder -Aurora Fire District reported on the Interoperability Summit that Rod and Gina attended hosted by TVF&R. The original invitation was to discuss radio interoperability however the agenda was modified to include a CAD-to-CAD Interoperable discussion. We are still meeting with TVF&R with reference to the 800/VHF interoperability this month.

Dan Mullen – St Paul Fire District announced that April 26th is Community Day in St. Paul – begins at 10:00 a.m. Yamhill County will have a check off for boaters and bicycle helmets will be distributed. The Community Hall will have a business fair as well. Gina inquired if 9-1-1 should participate and Dan advised this was more of a business fair and not a public safety event.

Shawn Baird – Woodburn Ambulance shared that they are testing an electronic charting program. If it works effectively, they are planning to switch over the billing process. They may enter into an agreement with another ambulance service agency for the downloading and maintaining of information via a T-1 line.

Kevin Hendricks – Woodburn Fire District – gave an overview of the Marion County PSIC Grant that is being proposed by the county on behalf of all agencies. The grant is being submitted to connect the three (3) PSAP's via Microwave Link and OC3 technology. The OC3 is equivalent to over 60 T-1 lines for both data and voice. If the Grant is awarded to the county there will be a 20% match that the agencies need to absorb. The details of how the 20% match will be distributed are yet to be finalized.

Rick Lewis – Silverton Police Department – Rick advised he just came from a League of Oregon Cities meeting where they announced interoperability for public safety a priority.

Meeting adjourned at 3:00 p.m.

Next meeting scheduled for June 18, 2008 at 2:00 p.m.