

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

September 13, 2006

PRESENT: Kevin Hendricks, Jay Hannon, Paul Iverson, David Dryden, Don Fleck, Shawn Baird, Scott Russell, Pete McCallum, Rick Lewis, Rod Yoder, Vasily Hansen and Vince Herman. Staff: Gina Audritsh Guests: Gordy Jenson and Tony Miller

The User Board Meeting was called to order at 12:00 noon by Scott Russell.

I Minutes

A motion was made by Dave Dryden to approve the minutes with correction to his name under the bills section of the motion from previous meeting. Motion seconded by Don Fleck. No discussion. Motion carried with all in favor.

II Bills

A motion was made by Don Fleck to approve the bills as presented for June 06, July 06 and August 06. Motion seconded by Dave Dryden. A question was asked about language line and how much we normally pay for that service. Motion carried with all in favor.

III Old Business

Staffing Update: Gina advised that we recently received a resignation from Ryan Bates from his full time position at NORCOM to accept a position with the Silver Falls School District serving as a Campus Monitor. Ryan will remain employed by the agency as a part time casual [on call] employee. Gina advised that we have begun the recruitment process and we hope to have someone employed by the end of the year.

New Facility Move: Scott Russell provided a brief update on the new facility and the projected date of move. Questions were asked with reference to the cabling and power strips in the center. Gina identified the concern with reference to the Radio Tower and who may be authorized to do the work; Legacy who erected the tower or Complete Wireless, which maintains the other radio service contracting the center. Discussion took place with reference to the requirement or not of a CCB License. Gina was looking for clear directions from the Board. Discussion continued with expression of opinions from various agencies. Discussions included warranty on the tower if other vendors were to install equipment. Gina advised she would be checking with SDAO Legal Council for direction. The final direction from the board was for Gina to obtain cost comparisons and do what is best for the Agency.

Reach 8 Discussion: Gina provided the users in their packet copies of the current

NORCOM policy in reference to air ambulances. Discussion took place with minor recommendation for change. Shawn expressed his desire to build a district map that would automatically reflect and initiate the air ambulance response from NORCOM based upon geographical boundary rather than the call from the field unit commander. Shawn will work with Gina to develop and initiate with the run cards and a mapping system. Vince expressed his support of the ambulance directing the air ambulance response based upon their recommendations, as they are responsible for the medical sector of the incident(s).

IV. New Business

Gina presented the Resolution 2006-05 for approval. Resolution transferring funds from the Cash Carry Forward to line items within the budget for equipment purchases, communication needs and furniture replacement for the new facility.

Resolution 2006-05: A Resolution adopting a supplemental budget and authorizing the transfer of funds during the fiscal year 2006-2007.

A Motion was made by Vince Herman to approve Resolution 2006-05 as modified. Motion was seconded by Kevin Hendricks. Motion carried with all in favor.

Facility Update: Facility update was covered under old business. Gina explained the request for the passing of Resolution 2006-05 to fund communication purchases, equipment upgrade/replacement and furniture replacement.

EMD Pre-Arrival Review: Gina referenced the information that was presented to the Board prior to the meeting with reference to modifying the medical incident types to create a more streamlined process and to eliminate the multiple questions that are necessary for dispatchers to ask prior to being able to input the call in for dispatch. Gina advised that the goal of the Agency is to provide a higher level of service and to eliminate unnecessary time delays when referencing if a medical call for service should be a joint response between fire and EMS or a solo response from the ambulance. We feel that the system that we are implementing will result in a positive difference for our community and user agencies. Gina expressed that there are some modifications that still need to be made with reference to some of the fire districts response and additional dialog needs to occur.

It was recommended and agreed that representatives from Woodburn Fire District, Silverton Fire District, Mt. Angel Fire District and Woodburn Ambulance would get together and try to streamline the process even better. The variations in the dispatch protocol exist in these districts due to their ability to have full time staff round the clock and/or the ability to generally have an ALS ambulance in their district to respond to medical calls. Wednesday, October 4, 2006 is the date scheduled for this meeting at 1300 hours.

Scott Russell expressed his appreciation for the pre-arrival incidents being reviewed and

amended to improve the system.

V. Information Share

Shawn Baird announced that Woodburn Ambulance is changing to the 12 lead countywide system for Advanced Heart Monitoring. This is cooperation with the “cath lab” being equipped or not. Santiam and Silverton Hospital are not a “cath lab” and would require the transport to be diverted to Salem Hospital or another hospital.

Don Fleck announced that the top of the hill at the Abbey is no longer accessible by vehicle and not drivable. If necessary the chains can be cut and there is access to drive on the walkways. The understanding is that the top of the hill is off limits for traffic under normal conditions.

Don advised that the bridge is still closed at Mt. Angel Gervais Hwy.

Gina inquired if we needed to implement a modified fire response for O’Fest, Don’s response was no that generally the surrounding agencies will self dispatch or the crew for Mt. Angel will advise at the time of call depending upon their staffing level at the time.

Vince Herman thanked NORCOM and their staff for a job well done on the Crooked Finger Fire – “Good Job! Things went very smooth.”

Dave Dryden advised that his City Council approved the concept of a new plan for a new police facility. This is just the initial plan for the future.

Rick Lewis of Silverton Police Department announced that each of their patrol cars are equipped with AED’s. Their officers are dispatched on all heart type calls.

Rod Yoder of Aurora Fire attended a demo of a mapping program at Clackamas County Sheriffs Office. The maps put a point on a screen and provide driving direction to the incident; not necessarily the best route in. The program is inexpensive and there is a quarterly cost. Rod will present more information later.

Paul Iverson of Monitor Fire District advised that their district is going out for a serial levy to replace equipment.

User Board Meeting adjourned at 1:15 p.m.

**Next Meeting
November 14, 2006
Woodburn Police Department**