

Emergency Response Oversight Committee

February 19, 2020

Meeting Minutes

Facilitator: Jessica Verfuss, Deputy Director, Department of Emergency Response

Notetaker: Geri Lockwood, Department of Emergency Response

Attendees: Brian Robison, TC Department of Emergency Response (DOER)
John Halaychik, TC Department of Emergency Response
Greg Potter, TC Information & Technology Services (IT)
Jenn Olin, Tompkins County Sheriff's Office
Jerry Wright, Cayuga Heights Police Department
Tom Parsons, City of Ithaca FD (IFC)
Chris Jordan, Volunteer Fire/EMS
Tim Bangs, Commercial Ambulance Service, Bangs Ambulance
Henry Granison, TC Public Safety Committee
Julie Holcomb, City IT (CIT)
Jessica Verfuss, TC Department of Emergency Response
Jason Cawley, NYS Police C Zone 3
Jason Cease, NYS Police C Zone 3
Jack Crance, TC Department of Emergency Response
Erik Dauber, NYS Police C Zone 3
Geoff Dunn, TC Department of Emergency Response
Dan Maas, Cornell EOM
Jason Marchenkoff, NYS Parks Police
Vince Monticello, City Police
Terry O'Pray, Ithaca College
Justin Vann, TC Department of Emergency Response
Brian Wilbur, TC Department of Emergency Response

Call to Order: Jessica Verfuss called the meeting to order at 10:02 a.m.

Introductions: Introductions were made.

Minutes Approval, November 20, 2019: Julie Holcomb made a motion to approve, and Chris Jordan seconded, all in favor.

Old Business:

a. Updates: DEK:

- Brian Wilbur reported that the Digital Entry Keyboard (DEK) head project was ongoing. This project will integrate data streams between our Motorola radio system and the Motorola Flex CAD system. This will restore the status button capability for fire and EMS units lost in 2014 when the radio system was upgraded. Feature enhancements as a result of this integration will potentially benefit all agencies. The Motorola radio and Flex development teams have been working on issues identified during the first live testing phase in January. Reports received yesterday advise they have made good progress and are looking forward to another testing phase, possibly within two weeks.

b. Towing Committee:

- Julie announced that the City of Ithaca is moving forward with the Towing Policy (revised slightly from the Committee Policy that has been in the works), which will go before the City Legislature tonight. The City will then meet with the tow operators next week.
- John Halaychik added that TC Department of Emergency Response (DOER) is working to update the contact information.

New Business:

- a. Emergency Services Coordinator (DOER) – Justin Vann:
 - Jessica introduced Justin and stated that he will be engaging with fire and EMS, as well as LE. He will also be the point of contact at DOER for all responding agencies.
- b. Discover/Bail Reform
 - See LE Sub-Committee Report

Standing Sub-Committee Reports (Members):

- a. Law Enforcement (LE):
 - Jenn Olin stated that the disabling of the Spillman IM function was discussed at the January 30th meeting (a directive of the DA, as it's too difficult to track and log for discovery requests). It will be reviewed and discussed at the March meeting, and a policy will be written.
 - The DIR module auto-populates, and the State will accept them electronically. This will also be discussed at the March meeting.
 - They are working on a generic policy for nature calls (on-site/new calls).
 - Frank Kruppa will be attending the March meeting to discuss OD mapping.
 - A meeting is being scheduled with Dispatch Supervisors, Dispatchers, and LE.
 - The Tow Policy is also being discussed.
- b. Fire and EMS:
 - No meeting has been held since the November 2019 EROC meeting, but some attended the January 2020 Fire Chiefs Meeting.
 - Tim Bangs and Tom Parsons met with Brian Robison prior to this meeting this morning, and Tim shared an article regarding a situation in Syracuse. Fire/EMS had been dispatched on a medical call, and the patient become agitated and produced a weapon. LE was requested through Dispatch, but Dispatch protocol prevented them from notifying LE that there was a weapon involved. The officer arrived at the scene, saw the weapon, and fatally shot the patient. Had he been aware that there was a weapon involved, he would have been prepared and handled the situation differently. The article was distributed, and can also be found at: <https://www.syracuse.com/crime/2020/01/ag-syracuse-police-justified-in-killing-man-with-bb-gun-but-911-rules-flawed.html>.
 - Tim and Tom requested a “code” for Fire/EMS to use when requesting LE through Dispatch so agitated patients are not aware that LE is enroute, which could create further agitation, as well as to notify LE that there is a weapon involved. A discussion took place regarding this request. It was decided that John will meet with Fire/EMS and Dispatch staff to develop such protocol, which will be shared with LE. John added that there was recently a situation in Groton, where a code would have been helpful when LE was dispatched.
- c. Dispatch:
 - John shared that he had attended the Communications Center Manager Incident Command Course last week. As a follow-up, Dispatch Supervisors training will be scheduled.
 - The towing project is ongoing.
 - Policies and procedures are being reviewed, and some will involve EROC (i.e. After-Hours Warrant Notifications).
- d. Training:
 - Meetings have not yet been held. Jessica announced that she, Jeremy Zigenfus, and Justin have met to discuss active-shooter exercises. They will be meeting again and will include the Emergency Management Planning Committee (EMPC). Please notify her of interest to attend the meeting(s).
- e. Information Technology Administration:
 - Greg Potter stated that the 2020 meeting schedule has not been set.
 - IT is currently working on technical issues with upgrades to Spillman. Kim Moore is focusing on this project.

f. Executive

- Brian R. mentioned the Syracuse situation further and distributed a copy of the newspaper article.
- The IM issue was discussed, related to Fire/EMS not getting proper information to respond to calls. Brian R. stated that the DA's office is willing to discuss this, and he will follow up with the DA and request the use for Dispatchers and Fire/EMS. Greg added that the IM log files are extensive and impossible to query. Brian R. said that there were 130 discovery recordings in January, requiring more than a half staff member's time – even more time in the DA's office.

Announcements (Personnel, Events, Projects, etc.):

- Brian R. announced that Justin is visiting agencies to see how DOER can help, and he will be at each of the departments.
- Jessica stated that a Policy Committee will be formed under the LE Sub-Committee. Greg, Jenn, Christina Dravis, and Marty Kopcho previously met, but a group needs to go through the LETTS Policies to review them for EROC. She asked for volunteers from all agencies.
 - Vince Monticello volunteered Jolly (or himself) for IPD
 - Marty was volunteered for SP
 - Jenn for SO
 - Justin for EMS
 - Greg for IT
- Vince expressed his thanks for the assistance with the protest last week and mentioned that the intersection of Green and Cayuga Streets cannot be blocked. Julie added that the City is low on LE resources and will be requesting mutual aide for upcoming events.

Adjourn:

- Julie motioned to adjourn the meeting at 10:10 a.m., seconded by Chris, all in favor.
- Next meeting scheduled for May 20, 2020, 10:00 a.m. (Executive Committee at 8:30 a.m.), Department of Emergency Response Large Conference Room.