

Emergency Response Oversight Committee

November 21, 2018

Meeting Minutes

Facilitator: Lee Shurtleff, Director, Department of Emergency Response

Notetaker: Geri Lockwood, Department of Emergency Response

Attendees: Adam Mahnke, Cornell University
Mark Conrad, Cornell University Police
Daniel Maas, Cornell University EOM
Henry Granison, Tompkins County Legislator
Christina Dravis, TC Department of Emergency Response
Deb Lawrence, Dryden Police Department
John Malysa, NYS Park Police
Tom Parsons, Ithaca Fire Department
Tim Bangs, Bangs Ambulance
James Manning, Cayuga Heights Police Department
Brian Wilbur, TC Department of Emergency Response
Erik Dauber, NYS Police
Kelly Daley, NYSP Troup C Zone 3
Brian Robison, TC Sheriff's Office
Greg Potter, TC Information & Technology Services

Call to Order: Lee called the meeting to order at 10:05 a.m.

Introductions: Introductions were made by attendees.

Meeting Set-Up and Schedule:

- Lee stated that future meetings will be held quarterly (and more often if needed), with the next one in February 2019, with an election of Officers. The exact dates of the meetings (February, May, August, and November) will be determined at a later date.
- Multiple changes have been, and will be, occurring, including:
 - TC Sheriff and Undersheriff
 - Trumansburg, Cayuga Heights, and Dryden Police Department Chiefs
 - Ithaca Police Department
 - State Police (Kelly Daley's upcoming retirement)
 - Community ambulance services in Trumansburg, Groton, and DrydenPlease submit Committee Members name changes to Lee as soon as appointments can be made or designated by appropriate subcommittees.
- Subcommittees to begin after January 2019.

Minutes from July 18, 2018 Meeting: Will go out with November minutes.

Reports:

- Christina Dravis
 - Joint Training
 - Learning New Equipment
 - Personnel – Justin Vann transferred to ITS
 - Text-to-911 – (Implemented “free” version, but there are issues with the website crashing, so the Department is looking into a paid version, which is more reliable. Lee will be meeting with County Administration regarding the use of Capital Reserve Funds for this.)
 - Rapid SOS
 - Automated Secure Alarm (saves 3-5 minutes)
 - 911 Coordinator’s Conference, October 2019 (possibly hosting this in Ithaca)

- Brian Wilbur (Fire & EMS)
 - Locution Update – Fire and EMS
 - Automated Process – CAD to Autospeak (Delivers a computer-generated screen about call – close to being on-line.)
 - Interface with Spillman – Issue from Upgrade
 - Software in Testing (Jack Crance is monitoring daily, and it will be discussed at Tuesday’s Fire Chief’s Meeting.)
 - All roads in Tompkins County are included, and there is a conversion process factor that will take several months to complete, due to the variations and pronunciations.
 - Ongoing Statewide Issue – lack of volunteer resources – brainstorming ways to solve. Brighton Fire Department (Monroe County) is releasing a video on Facebook regarding this situation.

- Greg Potter (IT Subcommittee)
 - Data Center Project, merging the one from Public Health to Emergency Response, is almost complete. FirstLight will be performing the new connection changeover at 12:00 a.m. on December 12th, with an expected 6-8-hour outage. Spectrum will be performing their changeover connection at midnight on that date. Spillman will be down during these times. Fiber optics between CFR and Emergency Response have been installed.
 - Emergency Response is equipped with battery back-up to generator, and the batteries were replaced this year.
 - Municipality address changes will all be going through the County and dispersed to Departments as necessary.
 - The Sheriff’s Department and Public Health have both switched from AT&T to FirstLight for phone coverage, because FirstLight provides better pricing and service. AT&T does implement priority to Public Safety Departments.
 - They are currently working with compliance and cyber security, which involves password complexities.
 - The upgrade of NetMotion will occur next week.

- Lee Shurtleff
 - The 2019 County Budget has been passed by the County Legislature, which includes the following organizational changes for the Department of Emergency Response:
 - Transition succession plan for Lee to move on from the County, leaving the Director position in the next few months. He will be meeting with Jason after the first of the year regarding the Director search.
 - Re-create/Re-establish the Fire, Disaster, EMS Coordinator position.
 - Reclassifying Jessica Verfuss from Assistant Director to Deputy Director.
 - Assistant Director-EMS will be reclassified to a 40 hour per week position, potentially as a Community Emergency Preparedness Coordinator (for special needs, public education, outreach, municipal emergency planning, and health care).
 - The following changes/improvements have occurred in the past 17 years:
 - Four Dispatch Centers merged into one.
 - 10 towers have been erected and sites developed.
 - 800mhz radio system has been installed, creating true interoperability.
 - Multi-agency training and multiple other technologies implemented.
 - NextGeneration 911 is coming. New phone system enables future technologies and enhancements.
 - County Emergency Management Plan and Program begun and fully developed.
 - Paging system rebuilt and enhanced.
 - CAD, Records Management, Mobile Data and Mapping integrated and far expanded.

Acknowledgments:

- Ken Lansing and Brian Robison will be moving on in 2019 (from the Sheriff's Department).
- Kelly Daley will be retiring from the NYS Police Department in 2019.
- Chief Steinmetz has retired from the Cayuga Heights Police Department.

Adjourn:

- Next meeting scheduled for February 2019, date to be determined.
- The meeting was adjourned at 11:05 a.m.