



**City of Garden City, City Hall
Executive Training Room
100 Central Avenue, Garden City, GA 31405**

- I. Welcome and Pledge of Allegiance
- II. Roll Call
- III. Approval of Previous Minutes (Review in Advance)
- IV. E911 Director's Report
- V. Project Manager's Transition Report
- VI. RRC Approved
 - a. Create an E911 GIS Coordinator position to provide all geospatial database management, design, implementation and analysis required for public safety and E911 operations in Chatham County.
 - b. Create an additional primary dispatch channel for west side municipal police departments and split dispatching functions as follows:
 - i. Garden City and Port Wentworth Police Departments would stay on the current municipal dispatch channel;
 - ii. Pooler and Bloomingdale Police Departments would move to the new dispatch channel

NOTE: If this item is adopted, it is recommended we rework the talkgroup mapping for all 911 operations. This will involve most radios and allow for all changes to happen at the same time.
- VII. Old Business / Updates
 - a. Adopt Addressing Standards for new street names across the County.
 - b. Adopt GIS Layering Standards across the County for E911 dispatch operations.
 - c. Implement an Emergency Medical Dispatch (EMD) program.
 - d. Stabilized, upgrade / replace current CAD and RMS with an enterprise wide solution.
- VIII. New Business
 - a. E911 Director Job Posting
 - b. Transition of the Savannah-Chatham County Public School System
- IX. Adjourn and Next Meeting – February 20, 2019 – Location TBD



**Chatham Communications Center
E-911 Executive Advisory Board
City of Garden City, City Hall
100 Central Avenue, Garden City, GA 31405**

I. Welcome

II. Roll Call

The following members/alternates were present:

- Ferman Tyler, Bloomingdale
- Ron Feldner, Garden City
- Terry Enoch, SCCPSS
- Dr. Frank Davis, CES
- Dennis Jones, CEMA
- Michael Kaigler, Chatham Co
- Linda Cramer, Chatham Co
- Daphanie Williams, COS
- Wade Simmons, Pooler Fire
- Chad Riner, GSP

Also Present:

- Chief Jeff Hadley, CCPD
- Kelvin Lewis, Chatham Co
- Kelli Beaman, 911
- Diane Pickney, 911
- Nick Batey, County ICS
- Robert Bryson
- Chuck Kearns
- Sean Clayton
- Lara Hall
- David Anderson
- LaTeia Lott

Not Present:

- Lee Smith, Chatham County
- Charles Akridge, Bloomingdale
- Phil Jones, Port Wentworth
- Robbie Byrd, City of Pooler

III. Approval of Previous Minutes

Chief Tyler moved to approve the minutes with the correction of Section V, on page 3 from Mr. Police to Chief of Police Mr. Feldner seconded the motion which carried unanimously.

IV. E911 Director Report

Ms. Beaman updated the Board on the progress of the E911 Center transition. All employees have been switched over to the County. There are only three City computers remaining in the center; five City employees are still working with the center; all employees should be in their new uniforms by February 4th and there will be a presentation of the new uniforms at the next meeting. There were no issues with the GCIC computers that were brought over from the transition. Currently they are working with CCPD Chief to set up a process for open records request. There will be a meeting today to define the process and timeline.



V. Project Manager Transition Report

Mr. Lewis reported that MOU's will be regenerated for Statesboro, Bulloch County, and Henry County. He also noted that gaining access to the Civic Center is still an open item.

VI. RRC Approved

a. Meetings will now be held bi-monthly starting after the February meeting.

b. Create an E911 GIS Coordinator position to provide all geospatial database management, design, implementation and analysis required for public safety and E911 operations in Chatham County.

Mr. Jones asked would this relieve Gina of her responsibilities at 911 since she is already performing those duties. Ms. Beaman replied it will free her up to do other things that she has to do. Ms. Hall explained that she and Gina have a great working relationship. In addition to Gina taking in their addressing and centerline weekly, she does a lot for GIS edits for the different districts. She also direct the responses to put into the CAD system.

Mr. Jones asked why the position couldn't be place at the 911 Center. Kellie replied they do not have any room to place the individual at the center.

Mr. Anderson suggested that engineering could be another spot to place the position since they do similar tasks.

Ms. Cramer asked would this be a MPC employee. Ms. Hall replied they don't know how funding will take place. Ms. Cramer stated they will have to figure out the oversight.

Mr. Lewis asked is that something the EAB decides. Mr. Jones advised that the EAB responsibility is to decide whether or not it should be created. If the Board is in favor of the position to be created it will be assigned to the County and they will decide where to place the position.

Action of the Board: Approved upon motion of Chief Simmons, seconded by Mr. Tyler, and unanimously carried.

c. Create an additional primary dispatch channel for west side municipal police departments and split dispatching in Chatham County.

- i. Garden City and Port Wentworth Police Departments would stay on the current municipal dispatch channel;
- ii. Pooler and Bloomingdale Police Departments would move to the new dispatch channel.



Mr. Batey suggested that significant reprogramming would have to be done if they are going to add one talk group. He would like to rework the entire fleet map which is all the talk groups across all of the radios in the jurisdiction. Kelvin asked how long would it take. Mr. Batey replied in the past it took about eight months, and each individual organization pays for their own reprogramming.

Mr. Davis asked "What is the criticality for Chief Hadley getting this done?" Ms. Beaman replied for the short-term fix having additional staff. Ms. Pinckney added space would be a big issue. Also having a fully trained Communications Officer to operate that channel would be another issue. They would have to hire additional staff which takes six to eight months.

Mr. Batey advised they can prioritize that talk group and the people that are most affected by it. Mr. Jones asked can they do phase I without operationally changing anything for the moment. Mr. Batey replied they can create it and make it available to put it into the system. They can also program it into their radios and consoles. That process will cost but it won't be an astronomical cost.

Ms. Cramer stated that there are some details that needs further examination before moving forward.

Action of the Board: Returned back to the RRC for more research. Municipalities can also go back and review their radio count to see what needs to be done financially.

d. Adopt a Fire Priority Dispatch System (FPDS) program along with the Quality Assurance and training programs offered.

Mr. Jones asked "What is the cost?" Chief Simmons replied EMS got their pricing. They did not get any other pricing because they were going to wait to see if they can buy the package. They were considering going on sub committees or electing one of the three to get prices. Mr. Lewis added the committees responsibly were to evaluate whether it was something that they would find useful in their operation; therefore, they were not concerned with getting the cost information.

Mr. Jones asked about the compatibility. Mr. Batey replied he doesn't have any information on that.

Mr. Jones asked "What are the impacts to dispatch?" Ms. Beaman replied this will make it better oppose to what they are doing now. Ms. Pinckney added they have a fire module that is a part of the Advanced Fire Certification; however, dispatch priority is a better product and if they are considering going forward with purchasing it they will need to get the entire suite for Police, Fire



and EMS.

Chief Simmons explained it is compatible with the current CAD system. Mr. Kearns added the priority dispatch program from the international academy is being applied worldwide so the odds are they're going to be compatible with whatever they come up with.

Ms. Pinckney explained the big impact would be training. The communication center staff would have to attend a 24 hour training course. Ms. Beaman noted that it will also be ongoing training.

Mr. Kaigler stated they will need to start getting prices for the full suite.

Action of the Board: Approved upon motion of Chief Simmons, seconded by Chief Hadley, and unanimously carried.

VII. Old Business

a. Adopt addressing standards for new street names across the County.

Ms. Hall reported MPC is handling what is coming into their office and she has prevented a few errors such as repetitive downtown Savannah street names. However, without a set policy or an ordinance from the County that entails what they will be doing going forward and/or all of the municipalities adopting something there is not an authority that is officially assigned to enforce these rules or new standards. Hopefully, the GIS Coordinator position can be moved forward and they can start overseeing that scope of work. They also would like to work with the County to come up with an ordinance. Ms. Cramer stated they are looking forward to having a meeting to discuss that.

b. Adopt GIS Layering Standards across the County for the E911 dispatch operations.

Ms. Hall updated the Board that this is a done deal. NENA already have all of the standards outline details. They just need to migrate their data into NENA's standards. They submitted what they currently have to Data Mark which is a subset of Michael Baker International. Which offers a free service that analyze the data for you, but it does not analyze the accuracy of having the address points in the correct place. On the other hand, as far as how their centerlines work with their address points and work with their P Set and municipalities boundaries it came back really solid. It was 90 percent correct.

c. Implement an Emergency Medical Dispatch (EMD) program.

Mr. Jones stated they had a discussions with fire. Everyone already knows where they are with that.



d. Stabilize, upgrade/replace current CAD and RMS with a wide solution.

Mr. Jones asked is the transition stabilized. Mr. Batey replied yes. Mr. Batey stated the process have not started. Mr. Lewis proposed they bring in someone to share CAD system availability as an information session. If everyone is in agreement with that he can arrange it at the next meeting. Mr. Batey recommended not to go through a vendor if they move forward, but get another municipality or jurisdiction that is already doing it the same way. They can work on a demo or discussion for the next week. Ms. Pinckney suggested that Gina have the capability to show them what they use and how it works.

VIII. New Business

a. 911 Director Job Posting

Mr. Jones updated the Board that the position for an E911 Director was posted on last Thursday. Earlier this week they had a meeting with the County Manager and he will be putting together a review team which will be members of the EAB. He will reach out to some of them to recruit Police and Fire Chiefs that can also be a part of the review team as well. He will also reach out to the City Manager to solicit participation for the review team as well. The position will be open until it is filled.

b. Transition of the Savannah-Chatham County Public School System

Mr. Jones explained from the meeting in December they concluded the immediate need was the response to active shooter threats in the school. They put together a working committee to define and develop what the SOP may look like. They have not had an official meeting. The first meeting will be held next week to discuss what the policy may look like. Another aspect is that the primary challenge with integrating the BOE dispatch into their dispatch is space and people. Ms. Lewis from the Chief's staff has requested to meet with Kelvin to continue the discussion regarding the integration. Chief Enoch reported to the Board they have an outline of things that will take place and it will take a little time to get there. In the short term, looking at policies and constructing a long term plan to get there will be very timely. They have a lot of work that will call for some collaboration. He thanked Police, Fire, and First Responders for their contributions to the schools and looks forward to the work they will do in the future.

IX. Announcements

Ms. Pinckney informed the Board there are several agencies that are being and will be audited in the coming months. At the 911 Center, they are preparing the fingerprints and personnel list and everything they have to present to the auditors. She asked the Board if there is anyone who have not received a signed copy of their MOU's and Information Exchange Agreements please let her know by email.



X. Adjourn and Next Meeting

The next meeting will be held on February 20, 2019 the location to be determined.

There being no further business to be discussed, Secretary Dennis Jones declared the meeting adjourned.

Dennis Jones, Secretary

Minutes Prepared by:
LaTeia Lott
Assistant to the Clerk of Commission

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