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**Chatham Communications Center
E-911 Executive Advisory Board
Bloomingdale Community Center
September 19, 2018**

I. Welcome

County Manager Lee Smith opened the meeting at 11:04 and thanked everyone for coming and advised there was much to discuss.

Sheriff Wilcher led all in the Pledge of Allegiance.

II. Roll Call

Secretary Dennis Jones called the roll.

The following members were present:

Lee Smith, Chatham County
Ferman Tyler, City of Bloomingdale
John Wilcher, Chatham County Sheriff
Caroline Hankins, Town of Thunderbolt
Terry Enoch, Board of Education
Dr. Frank Davis, Chatham Emergency Services
Chad Riner, Georgia State Patrol
Dennis Jones, CEMA

Also Present:

Kelli Beaman, 911
Diane Pinckney, 911
Joe Este, IXP Corporation
Michael Kaigler, Chatham County
Chief Jeff Hadley, Chatham County Police Department
Kelvin Lewis, Chatham County
Janice Bocook, Clerk, Chatham County
Kristi Norman, CEMA
Dustin Hetzel, CEMA
Lara Hall, SAGIS
Nick Batey, Chatham County ICS
Chuck Kearns, Chatham Emergency Services
Zach Shuman, Chatham Emergency Services
Justin Pratt, Chatham-Savannah Public School System



David Anderson, Chatham County Engineering
Daphanie Williams, City of Savannah
Phil Costner

Not Present:

Robbie Byrd, City of Pooler
Rob Hernandez, City of Savannah
Charles Akridge, City of Bloomingdale
Ron Feldner, Garden City
Phil Jones, City of Port Wentworth
Shawn Gillen, City of Tybee Island

III. Approval of Previous Minutes

Mr. Enoch moved to approve the minutes as amended to correct the spelling of Chad Riner's name. Sheriff Wilcher seconded the motion which carried unanimously.

IV. Project Manager Transition Report

Project Manager Kelvin Lewis advised all he circulated a transition tracker showing the different tasks being tracked. He advised everything is going well. The one thing of concern is the outside IGAs/MOUs with the local counties. Mr. Smith is going to contact those counties to be a backup resource.

All items are tracking on point. As far as the items needing to be sent to the State, they are also tracking on point. The Resolutions have been forwarded to the State. The Revenue Ordinance Resolution will be on the County Commission agenda on Friday, September 21, 2018, and when it is signed, it will also be forwarded to the State.

Mr. Lewis advised the press conference prior to the last EAB meeting was well received. Over one thousand people watched the Facebook Live; over two hundred and seventy people shared and seventy-three people left feedback.

With regard to APCO training, forty-six of the fifty-five people invited attended. Good turnout and it was received well.

The new EMD quote came in high, and more discussion will need to be had to lower the cost.

The RRC will meet on October 10th, which is one week prior to the next EAB meeting. It will be a luncheon meeting. Mr. Lewis will send notices, along with the agenda.



Mr. Jones advised the subcommittees need to get their recommendations to Mr. Lewis by October 5th so he can set his agenda for the RRC October 10th meeting. Mr. Lewis advised they need to be the subcommittees formal recommendations and their ROIs for each one.

Mr. Smith advised there is a lot going on behind the scenes with Mr. Lewis, Mr. Jones, and Ms. Pickney, and he thanked them for their leadership and work.

V. E911 Director Report

Ms. Beaman advised the county ICS department has given them seventeen cell phones. The center has seventeen trunks, so if they have to move out of the building, they will still be able to continue operations.

The Savannah Morning News has given them gym access if needed. The Civic Center will continue to be utilized for emergency purposes.

They are still trying to fill some vacancies. They were unable to fill the administrator position, so they may go through a temp agency to get someone in the position. They have three Spots open. They are conducting interviews for those three positions.

The facility needs KNOX boxes. Right now, the fire department have been given access badges which will allow them into the building in case of a fire or other emergency.

PDQs have been filled out and turned in to Human Resources. Human Resources has talked to staff and is in the process of reviewing all questionnaires. Questions the employees have had have been answered by Human Resources. Employees are being kept in the loop, which is helping to ease some of their anxiety about the future. The plan is to keep all current employees whole with the move to the county.

Mr. Smith advised the goal is to do no harm in the transition of the employees. The county has made a commitment to them and has met with them. The anxiety is high, but the county is getting information back to them quickly to quash any rumors that might get started. This will help with the anxiety level.

VI. Recommendations Review Committee

a. APCO

This was covered above. Mr. Lewis advised they are working toward the APCO standards and there are no concerns with this regard.



b. Subcommittee Feedback

Most of the subcommittees have met. Reports were provided by the EMS, Police, Technical and GIS subcommittees.

VII. Old Business

a. Alternate Representatives

Mr. Jones advised there are four members who still need to assign their alternate representatives: Pooler, Thunderbolt, State Patrol, and Dr. Davis. Mr. Smith advised he would like those alternates appointed by the end of the week.

b. EAB Tour of Dispatch Center

Ms. Beaman advised that any member of the EAB can take a tour of the dispatch center as long as they are accompanied by a qualified member.

c. QA/QI Workgroup

Mr. Smith advised he was going to appoint the members of the work group as follows: Julie Tolbert -- police
Zach Shuman -- EMS
Ron Feldner -- EAB Bridgette Evans -- 911
Joe Bandy -- fire (Curtis Wallace as alternate)

d. Development of E911 Plan and State Resolutions

Ms. Pickney advised the rough draft of the plan has been submitted to Michael Nix with GEMA to ensure it is on the right path. All resolutions were included in the plan, as well as the IGA between the Chatham County and the City of Savannah; the draft MOUs with the different agencies; and the draft IEA. Once Michael Nix gives his approval, the EAB will sign, and it will be submitted to Michael Nix for final approval.

Mr. Jones advised the plan needs to be approved by the EAB and then by the Chatham County Commission. There is a meeting on October 19, 2018, and the plan can be placed on that agenda for the Board's approval.

VIII. New Business

a. Winbourne Recommendations and Task Assignments

Mr. Jones advised the Winbourne recommendation list has been distributed to the EAB members. He will also put the recommendations on the secure EAB website.



Mr. Smith requested the EAB review the recommendations and see if there is anything they feel should be upgraded in priority.

Mr. Lewis believes the EMD needs to be a higher priority.

Mr. Smith advised that will be on the EMS subcommittee list of priorities, and as the subcommittees make their recommendations, the priority list may change.

IX. Adjourn and Next Meeting

The next meeting will be held on October 17, 2018 at 11:00 tentatively at the Sheriff's Office.

The meeting adjourned at 12:00 p.m.

Dennis Jones, Secretary

Minutes Prepared by: Janice Bocook
Clerk of Commission