

Hertford County Emergency Communications Governance Board Minutes
Meeting Date: August 6, 2014
Time: 10:00 AM
Location: Hertford County Emergency Service EOC

Topic: Governance Meeting

Attendees: Chris Smith – Emergency Management Director/Fire Marshal, James Broglin – EMS Director, Raymond Eure – Hertford County Sheriff Department, Ken Dilday – Ahoskie Fire Department (Town), Hal Thomas – Murfreesboro Town Council, Darrell Rowe – Murfreesboro Police Chief, Troy Fitzhugh – Ahoskie Police Chief, Ronald Gatling – Hertford County Commissioner

Board Members Not Present: Joe Murray – Citizen at Large, Maurice Vann – Ahoskie Town Councilman, Bryant Cook – Hertford County Firefighters Association

Other Present: Loria Williams – County Manager, Sara Turner – GIS/Land Records/E911 Addressing, Eric Koss - IT Director, David Brown – E-911 Director, Davey Gaston – Facilities Manager, Sherri Busch – Kimball Consultant, Ernie Olds – Architect,

10:29 A.M. Chris Smith called meeting to order. Minutes from last meeting were presented. Motion was made by James Broglin to approve minutes as is and seconded by Ronald Gatling. No discussion, all in favor, motion carried.

Old Business:

Kimball, Becker & Morgan Update:

Floor Plan Review to group

User Committee Updates

- Technology committee has met twice (per David Brown) and is gathering information for the meeting in September with Southern Software.
- Fire protocol is almost done, Rescue should be done, Law will be the most challenging to overcome
- Addressing committee is gathering information and is possible going to purchase an addressing software from Southern Software to interface the GIS and the CAD.
- Technology committee has been charged with trying to figure an estimated electric load for the electrical room size and generator size needs.
- Chris Smith recommended that James Broglin assign a representative to the technology committee to ensure that the software chosen for EMD will be compatible with the protocols set in place.

New Business: None

E-911 Director Update

- Effective 8/4/14 – Communications has been authorized to use DCI and it is up and running
- Sheriff has their own DCI as well
- Dispatchers are needed to work part-time for the County
- David Brown is almost DCI certified (training complete, one test left to take)
- Dispatching staff has one full time position filled and needs training – could be fall before training is offered locally.
- Some of the dispatchers are already EMD certified, and employers need to look at ways to keep their certification and recertification up to date.
 - Loria Williams asked that all jurisdictions provide a list of dispatchers and their current certifications and recertification dates
 - Sherri Busch reminded the group that the E-911 board will pay for certain certifications and continuing education classes
- 10-codes (Federally mandated to do away); Chris Smith reminded the E-911 board that the County Commissioners' signed a resolution to be NIMS compliant, and technically that includes ceasing to use 10-codes and using straight talk instead

Other – none

Chris Smith called the meeting adjourned 11:15 AM