

Meeting Minutes

Washtenaw County 800 MHz Consortium Board Special Meeting

February 7, 2005 10 AM
Saline Police Department

I. Call to Order

Chairperson Dan Oates called the meeting to order at 10:05 AM.

II. Introductions

Paul Bunten, Saline PD; Mark Bartow, Forensic Center; Daniel Oates, Ann Arbor PD; Ken Ascher, Communications Electronics and Salem FD; Rene Thomas, Motorola; Jeff Fulton, WCSO; Craig Swenson, HVA; Jerry Zapolnik, HVA; Rick Ericson, Ann Arbor Township FD; George Basar, Ypsilanti PD; Mike Zsenyuk, Northfield Township PD; Dave Ebel, 800 MHz Consortium; Dave Halteman, WC EMD; Jon Wilder, ESC; Chris Nedrow, ESC; Ron Kendull, ComSource; Jerry McCaan, ComSource; Mike Stuck, Milan PD; Nancy Evanski, UM DPS; Jack Ceo, Saline PD; Jeff Nesmith, EMU PD; Daniel Minzey, WCSO; Elizabeth McGuire; Pittsfield PD; John Phillips, Pittsfield DPS

III. Approval of January 18, 2005 Meeting Minutes

The minutes from the January 18, 2005 meeting were distributed and reviewed. Jerry Zapolnik motioned to adopt the minutes as presented. The motion was supported by Paul Bunten and approved.

IV. Radio Problems

Rene Thomas requested that the agenda be amended to move forward the discussion of radio problems.

Dave Ebel distributed a memo to attendees regarding the radio console trouble resulting from improper CDM database changes that occurred on January 29, 2005. Rene Thomas reported that Motorola is scheduled to begin work to password protect the CDM database on Thursday, February 10, 2005 to prevent unauthorized changes/access. Rene proposed that three passwords be issued (Motorola, ComSource, Consortium). Dan Oates requested that the consortium password be issued to the chairperson and vice-chairperson.

Spring Tremaine reported that all of the CEB room keys have been collected from vendors and technicians. A new procedure mandates that all technicians requiring access to the CEB room must sign out/in the key at the dispatch center.

Paul Bunten said he was concerned that proper planning for projects that impact consortium end users is not occurring. He suggested that Motorola have a role in the planning process to ensure that changes will have no significant impact to the end users.

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He also suggested that only Motorola be responsible for changes to the infrastructure since Motorola is responsible for maintenance.

After some discussion, Paul Bunten proposed a motion that all projects having potentially adverse impact to the system be reviewed by the PS/8 committee (and subject matter experts) to ensure the proposed project solution is sound from a technical and business perspective for all of the consortium end users. The committee will report potential problems associated with the proposed solution to the consortium for consideration.

Jerry Zapolnik supported the motion. The motion was passed.

In addition to reviewing the HVA facilities move project, Spring Tremaine reported that the Ambassador Switch link to UM is making progress again. Since much has changed to the system, Jerry Zapolnik requested that the Ambassador Switch project be reviewed by the PS/8 committee.

V. CEB Expansion Project Update

Tony Coppa was unable to attend the meeting so no new information regarding the status of the Motorola solution and cost estimate was available.

Paul Bunten said the committee is debating about the most appropriate location for a new CEB. Motorola has suggested that having all of the CEBs at one location is recommended from a security point-of-view, and one location is more efficient for maintenance and repairs.

Jerry Zapolnik said he offered an off-site location (HVA) as a back up should the CEBs become damaged or inaccessible at AAPD. Jerry said he is waiting for costs estimates from Motorola before making an assessment regarding location.

VI. VOIP Strategy Update

Spring Tremaine summarized a discussion at the PS/8 committee regarding the implications of VOIP. Spring said the committee is divided on the appropriate response to service provider requests for a ten-digit number serving as a patch for dialing 911. Spring said the discussion was tabled while each PSAP seeks legal consultation.

VII. Consortium's Review of Projects

The topic was discussed during "Radio Problems" portion of the agenda.

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VIII. New Business

None

IX. Public Comment

None

IX. Next Meeting

The next regular meeting is scheduled for Tuesday, April 19, 2005 10 AM at the Saline Police Department

X. Adjournment

Paul Bunten motioned to adjourn the meeting. The motion was supported by Jack Ceo and approved. The meeting adjourned at 11:00 AM.