

JOINT DISPATCH BOARD  
Communications & Technology Building  
1024 S. 9<sup>th</sup> St., Manitowoc, Wis.  
April 18th, 2019

Attendance: Manitowoc County Emergency Medical Services Association Chairperson Theresa Becker, Manitowoc Police Department Deputy Chief Rob Barbier, Two Rivers Police Chief Joe Collins, Valders Fire/Ambulance Chief Chris Dallas, Kiel Police Chief Dave Funkhouser, Manitowoc County Supervisor Randy Vogel, Two Rivers Fire/Rescue Chief Steve Denzien, Kiel Ambulance Todd Olig, Two Rivers Fire/Rescue Assistant Chief Dave Murack, Manitowoc Fire/Rescue Chief Todd Blaser, Manitowoc County Information System Manager Kody Burg, Manitowoc County Aegis Systems Administrator Scott Blumreich, Manitowoc County Aegis Systems Administrator Nick O'Connor, Manitowoc Sheriff's Office Maj Jason Orth, Manitowoc Sheriff's Office Maj Larry Ledvina, Two Rivers Police Andrew Raatz, Manitowoc County Communications Engineer Bill Jones, Manitowoc County JDC Supervisor Angela Obry, and Manitowoc County Emergency Services Director Travis Waack.

Call to Order: The meeting was called to order by Chairperson Theresa Becker at 9:02am.

Current Agenda and Minutes of Prior Meeting: A motion was made by Chief Funkhouser and seconded by Chief Collins to approve the agenda and minutes of the January meeting. The motion passed unanimously.

Public Comment: No one present wished to speak, therefore public input was closed at 9:02am.

Presentation on Emergency Services Department Duties, Mission & Composition of Joint Dispatch Board, and Possible Action: Emergency Services Director Travis Waack presented on the recent clarifications made to the duties of the Emergency Services Department in County Code 2 under resolution 2018/2019-79. Waack proposed modifications of the current Joint Dispatch Board to assist his department in carrying out these responsibilities with stakeholders from police, fire, and EMS. The proposed changes would include modifying the membership to ensure equal representation of police and fire on the committee, changing the name to the "Emergency Services Coordination Committee," and expanding on the mission from simply advising on Joint Dispatch Center issues to advising and creating policies on inter-agency coordination, emergency planning relating to police, fire, and EMS, oversight of user and encryption authorization on the County radio system, and communications interoperability. Chief Funkhouser and Chief Collins expressed concerns that the Joint Dispatch Board had not been asked about the revisions made in resolution 2018/2019-79. Waack explained that the current Joint Dispatch Agreements with the City of Manitowoc, City of Two Rivers, and City of Kiel would need to be modified in order to implement the presented changes. Chief Funkhouser made a motion, seconded by Chief Collins, to table any vote on this proposal until the chiefs can talk with officials in their communities. The motion carried unanimously.

Radio System Policy & Interoperability: Waack shared that the emergency alarm feature is now active on Manitowoc County Fire Main and that he will be working with the vendor to determine a numbering scheme for radios that will identify radios using this feature to dispatch when their alarm is activated.

Waack also shared that fire/EMS units have been directed to go en-route on Manitowoc County Fire Main and then immediately switch to IFERN. This will ensure that personnel that only carry pagers will be able to copy when their units have left the station, but will still allow the County to be interoperable with neighboring counties.

JDC Updates:

Waack shared that they had one resignation in the Joint Dispatch Center since the last meeting with Andrew accepting a position with the Highway Department.

Waack also shared that it's Public Safety Telecommunicators Week, thanked his staff, and thanked all of the departments who have sent treats up to the JDC over the past few days.

Finally, Waack shared that the JDC Supervisors have been moved out of their old office space to a console on the main dispatch floor. This is being done so that they can better participate in the day to day operations of the center and assist staff when it gets busy. The old office space will be turned into a small Emergency Operations Center that can be used for smaller incidents where direct coordination with dispatch is necessary.

Update on MABAS: No updates.

Update on Communications Equipment: Jones noted that there was a recent radio system outage that resulted from a simultaneous failure of two pieces of equipment. The issue was quickly fixed and the system returned to normal within a few hours. Waack noted that dispatch staff have been trained to quickly switch to backup radios and the towers went into site trunk mode, which ensured that there was no loss of communications with responders.

Jones also shared that the backhaul conversion from a T1 based system to IP based system was delayed by the vendor, but is scheduled for the week of June 3<sup>rd</sup>.

Information Systems Updates Related to the Joint Dispatch Center: Blumreich reported that progress is being made to replace the message switch which is now scheduled for the week of June 3<sup>rd</sup>.

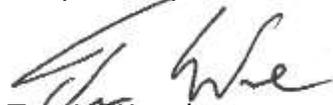
Blumreich also reported on the Rocket Devices that are used by Manitowoc and Two Rivers.

Finally, Blumreich reported that the computers in the County Emergency Operations Center have all been successfully placed on the county network.

Proposed New Date for July 2019 Meeting: Chairperson Theresa Becker entertained a discussion regarding the date of the July meeting since it falls on a holiday. Waack suggested having the meeting earlier to discuss the tabled action on the proposed change to the Joint Dispatch Board. The group chose June 6<sup>th</sup> at 9:00am.

Adjournment: A motion was made by Chief Dallas and seconded by Chief Funkhouser to adjourn. The motion passed unanimously and the meeting was adjourned at 10:08am.

Respectfully submitted,



Travis Waack

Director  
Manitowoc County Emergency Services Division