

**Kent County Dispatch Authority
Technical Advisory Subcommittee**

September 22, 2008 – Immediately following the conclusion of the KCDA Administrative Policy Meeting.

Meeting Location: City of Wyoming

Members Present:

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| Ralph Gould | Grand Rapids Police Dept. |
| Michelle Young | Kent County Sheriff's Department |
| Kevin Walk | Life EMS |
| Rob Benstein | KC Dept. of Aeronatics/GRFIA |

Guests Present: Brodey Hill, KCIT-GIS; Tom Valdez, MSP; Brad Schutter, Wyoming PD; Marc Sonefeld, GRPD; Catherine Garcia-Lindstrom, Walker PD; Carl Wood, Walker PD; Greg Long, Walker PD; Paul Gerandt & Patricia Whittacker, Wyoming IT Staff.

911 Insight: Bill Doolittle

Staff Present: Jennifer DeHaan, Kent County Administrator's Office

Call to Order: 9:45AM

Summary of Discussion Items:

CAD Requirements: At the close of the last work-session the function requirements document needed additional revisions that were to be completed by Mark Sonneveld of GRPD. Mark was also to complete a grammatical review of the document. It was noted that the functional requirements document would be distributed on Thursday and that the changes that had been made would be marked appropriately. The TAC will meet in a worksession on October 2, 2008 from 1-4:30pm at the Kent County Sheriff's Department – Admin Building Conference Room.

Ralph Gould distributed a document indicating some of the changes and interfaces that need to be written for LEIN and MDT's amongst others. Bill stated that the interfaces would best be written by those that know :1) what the description of the current system is; and, 2) what they want the system to do. A discussion ensued and the interfaces listed were assigned to the following:

- AVL - Garcia-Lindstrom
- CAD to CAD interface - Doolittle
- Core Interface - Young
- EMD Protocol Interface - Walk
- EMD Quality Assurance - Walk
- Fire Station Alerting - Gould
- Logging Printer - Gould
- LEIN Interface - Young

- Mobile Data Computer - Schutter
- PSAP to PSAP - Gould
- RMS Interface - Doolittle
- Telephone Interface - Doolittle
- Time Sync Interface - Dollittle

Those working on the above were asked to e-mail these to Bill Doolittle by next week and he would e-mail them back out.

Geofile Initialization and Maintenance Process: Bill stated that he had met with Dharmesh Jain of REGIS to discuss what resources might be available through REGIS. It was noted that Brody Hill from Kent County Information Technology was present and that Paul Gerendt and Patricia Whittaker from Wyoming Information Technology were present today to assist in the conversation. Bill Doolittle stated that he had concluded that there are seven different GEO files in Kent County. Brodey indicated that they receive weekly exports from REGIS of information. A discussion ensued. It was noted that there are several different sources of information that must be included in the CAD system and that either synchronizing or weaving together this information would be a challenge. Bill asked that the TAC establish a subcommittee of GIS experts to look at and identify topic questions and needs that will arise through the CAD system. A discussion ensued. Michelle Young and Chief Lindstrom noted that it would be difficult to assign additional staff to perform this as we are not yet sure where it is going. A discussion ensued. It was decided that Kent County IT staff would demonstrate the base map function at the next meeting to provide some discussion about layers and what the next steps would be.

Meeting Adjourned. 11:25am.

Next Meeting:

Monday, October 27, 2008 – Immediately following KCDA Administrative Policy Board at Wyoming City Hall.