

Department of Public Safety
Review Team Meeting Agenda
Department of Public Safety Review Team Meeting
February 25, 2015

The Cumberland County Board of Commissioners held a Public Safety Review Team Meeting on Wednesday, February 25, 2015 at 10:00 a.m., Department of Public Safety, Training Room B, 1 Public Safety Drive, Carlisle, PA. Present: Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger; Larry Thomas, Chief Clerk; Bob Shively, John Quirk, Brian Hamilton, Michele Parsons, Claudia Garner, Department of Public Safety; Megan Silverstrim, Communications Department; Dana Best, Finance; Mark Adams, IMTO; and Justin Smith, GIS.

Action/ Discussion Items:

DPS Transition and progress updates:

Staff Positions:

Bob Shively stated the reorganization is in process. All of the positions are now tentatively accepted based on official Salary Board action. The administrative assistant position may be filled through a lateral transfer by a dispatcher. If it is not filled in this manner, it will be advertised and filled through the normal process.

Management Team:

The management positions are completed. All of the job descriptions were examined. Gary Dressler resigned his full-time position to be rehired as a part-time employee. This position as well as the 9-1-1 positions and two part-time positions will be discussed for Salary Board action.

9-1-1 Backfill Process Update:

Part-time pool updates:

John Quirk stated there are six positions to be filled. There were 134 applicants for the open positions and 93 have been tested. 43 applicants have been interviewed. There are 13 more applicants to be interviewed on February 26, 2015. One new employee will begin work on Tuesday, March 3, 2015. Mr. Quirk projects five new employees will begin employment by April 1, 2015.

Training Differential Request Information:

Public Safety and Human Resources have discussed creating a training differential. There are excellent Level 2 and Level 3 dispatchers who are very knowledgeable in the training subject matter of select positions. If the training differential is created, some of these individuals may be selected to train new hires. They will be compensated \$.50 an hour.

Technical Systems Update:

Polycom Video Conferencing Police Training:

Brian Hamilton reported on the Polycom Video Conferencing Police Training. Eric Radnovich purchased these devices through a grant. Public Safety was asked to provide the training for their usage. All of the police departments completed this training. It is a more secure video option than Skype. Video and PowerPoint can be shared through agencies. A brief discussion ensued. This conferencing will save many hours of travel time for agencies and police officers.

Shippensburg Police Department and Harris Radio Update:

Harris has installed a control station within the police station. Harris also disabled a Nextel in-building system that interfered with the control station. For the first time the police department has a passive antennae in the building. They now have portable coverage within the police station. Harris notified Mr. Hamilton that Police Chief Fred Scott is very happy with these results. Harris updated the software in Chief Scott's portable to improve the

capability. Harris is in Shippensburg today to complete some preventative maintenance work on the police department's mobile radios.

Silent Dispatch Updates:

Brian Hamilton stated that two meetings have been held with Archonix. The first one was to discuss pricing quotes. The current CAD platform used is the Cross-current CAD. Archonix would like Public Safety to migrate to their premier platform called X-CAD. Cross-current CAD is built on pervasive data base. X-CAD is based on sequel server on the dot.net framework which equates to more modern technology. It is easier to make modifications and updates. Archonix presented an overview of X-CAD as well as Silent Dispatch. Archonix will present the whole package for Public Safety's review by March 20, 2015. At that time the Commissioners will receive an overview of it at the March 25, 2015 Public Safety Review Team Meeting. The External Advisory Board has been involved in this process as the "CAD working group." It has been suggested by them to present this item to the Municipal Advisory Board. Chief Barry Sherman has also been involved in this process with the Chiefs of Police Association. Funding for Silent Dispatch was briefly discussed. Mr. Shively said that IMTO has provided technical expertise. Mark Adams and Justin Smith will be involved in all regionalization changes, etc. It was noted that East Pennsboro Township is presently using triangle leverage CNET to complete their telephone calls. There was a brief discussion regarding counties that already possess Silent Dispatch. Berks County has had Silent Dispatch for the past ten years.

9-1-1 Operational Updates:

John Quirk stated there are six new personnel scheduled for the training program. The key people in the 9-1-1 Center are participating in the emergency and telecommunication course training scheduled for 1:00 p.m. today. There will be continued work with the Police Departments to improve the CAD CNET Interface.

Emergency Management Updates:

Michele Parsons stated that Bob Shively completed his County Coordinator exercise for certification and he passed with flying colors. Ms. Parsons met with PEMA and they have reviewed the after-action report. A binder has been created in paper and also electronically that contains all documentation from the functional exercise. PEMA recommended that Public Safety continue to train EOC staff and volunteers to maintain a two-way communication between the EOC and the 9-1-1 Center when they are activated during an exercise scenario. Mr. Shively is currently working on the paperwork to formalize Michele Parsons as the Deputy Coordinator for Cumberland County.

The TMI Plan will be forthcoming as a meeting agenda item. A reformatted TMI Plan was created entitled Annexes. This TMI Plan is a reformat of the entire plan. When there is an update to the Plan, Public Safety has the ability to make all updates. In order for the plan to be completed, it will need the signature of the Chairman of the Board of Commissioners. The TMI training takes place in March and the TMI Exercise is scheduled for April 14, 2015. Commissioner Cross suggested this item be on the Commissioners' Workshop agenda for discussion and asked that Michele Parsons prepare a summary to be included with this item. Michele Parsons stated Cumberland County's biggest role in this exercise is to be able to provide assets and resources should Dauphin County request them. Ms. Parsons discussed the five two-hour trainings scheduled in March. Two of the five EOC trainings are table top exercises.

The off-site TMI exercise will be held on April 15, 2015 in Lower Allen Township and New Cumberland Borough. Table Top Exercises have been established for their staff as well, led by Jerry Beaver from Exelon. The Lemoyne Fire Department, part of West Shore Fire, is scheduled for a walk-through and training as well as the Big Spring High School Complex. This complex will be the mass care shelter facility for this exercise. Public Safety staff will be at both locations to support the exercise. All participants working within the ten-mile emergency planning zone will be screened, monitored and decontaminated before they can go out to the next shift. The Big Spring High School Complex and Shippensburg University are both mass care reception centers for evacuees during this exercise. Evacuees and their vehicles are monitored and decontaminated if needed.

Megan Silverstrim gave a brief summary of her discussion with CBS 21 regarding a woman from another state who called Cumberland County from her cell phone stating her vehicle was being submerged in water. Unfortunately before her location could be discovered, she drowned.

THANKS Program Update:

Megan Silverstrim met with the West Shore Chamber of Commerce. They are very interested in the THANKS Program. It is their recommendation to speak with the other three Chambers of Commerce and ask them to help promote the THANKS Program. There was also a recommendation to contact the Visitors Bureau. Ms. Silverstrim has reached out to the local municipalities. Once participation moves forward in Cumberland County, Ms. Silverstrim will discuss this with Dauphin and York Counties to promote a regional THANKS Program.

East Pennsboro Township Readdressing Request:

Justin Smith of GIS discussed the East Pennsboro Township Readdressing Request. Public Safety received a request from John Owen of East Pennsboro Township regarding an issue of an address on Routes 11 and 15. Mr. Smith provided readdressing options to help direct East Pennsboro's completion of a readdressing project. Mr. Smith stated there are two locations that have the same addresses: 600 South Enola Road. The County's recommendation given to the staff of East Pennsboro Township was to readdress twenty addresses. This area includes Whistle Stop and The Hub Cap Store and apartment properties. Mr. Shively said Public Safety has never been able to add all of the Common Place Layer in CAD such as Sheetz locations within the same area. There was a brief discussion regarding wireless money usage, i.e., hiring an intern with computer science abilities to complete needed projects including the maintenance of the Common Place Layer.

Justin Smith said to be more progressive regarding the Common Place Layer, it is important to capture these areas using government listings, Google searches, street views, GPS and then confirm those common places with a phone or site verification. Looking to the future with NextGen, one of the requirements is going to stress that these address points are captured. Tax Mapping was also briefly discussed. The last time the County was flown was in 2012. There will be a flight this year and Mr. Smith will submit a request for a 2016 flight. These flights help assessment by eliminating the need to conduct site visits. Cumberland County pays for the pictometry for the flight. The reason for this is to obtain the oblique angle from 45 degrees north, east, south and west.

Regional Shared Assessment Updates:

Mission Critical Partners will present the shared assessment update at the Finance meeting scheduled for March 11, 2015. The assessment was submitted to PEMA so Cumberland County is in compliance and eligible for wireless funding. The key item is this assessment gives the County a good opportunity to work with the primary three items: the phone system, which needs to be upgraded with LifeCycle, the CAD System, and radio system consoles.

Wireless Funding Application:

Claudia Garner stated that Public Safety has \$2.6 Million ready for the Application submission. This amount is at least \$129,000 higher than last year. Public Safety is currently maximizing charts from IMTO for all items IMTO completes for the 9-1-1 Center: Lifecycle computer replacements and SRO work.

Grants/Contract Management:

No New Contracts:

Recurring Contract: (see attached)

Claudia Garner said there is one contract quote: Archonix. The quote presented in the past meeting was for all items listed: the CAD, the 9-1-1 of all of the interfaces that Archonix handles. Listed separately on that same quote is the stratus server. It is \$7,946.00 per year. This is the repository where all of the databases are stored for the CAD System. It is recommended to proceed with this server. It is a \$231.00 increase and will be covered by wire line and a shared expense.

Contracts for Next Month:

Hazardous Materials Storage Garage Lease – Lemoyne

Claudia Garner stated the leased space is from King Automotive in Lemoyne. It is a five-year agreement that will soon expire. Public Safety has been in contact with the owner and they are trying to negotiate a three-year agreement. This contract is currently \$13,530.00.

Gestetner Copier and Fax Maintenance Renewal - EOC :

Claudia Garner stated this is a copier Agreement for \$525.00.

Cummins Generator Maintenance Contract. Cummins is \$3.00 more per year than Dynetek. There will be annual preventative maintenance performed. John Lopp's staff will perform any other needed preventative maintenance on the equipment. The recommendation is that Public Safety renew their contract with Cummins.

The next scheduled Public Safety Review Team Meeting is March 25, 2015 at 10:00 a.m.

Respectfully submitted,

Laurie Mazarella
Administrative Coordinator