

MEETING MINUTES

Consolidated Dispatch Agency

Public Safety Complex Room 112

February 17, 2021

2:00 pm

Meeting called by: Regular Meeting
Type of Meeting: CDA Management Committee Meeting
Facilitator: Chad Abrams, Chief, Leon County Emergency Medical Services
Attendees: Chad Abrams, Chief, Leon County Emergency Medical Services
Steve Harrelson, Assistant Sheriff, Leon County Sheriff's Office
Lawrence Revell, Chief, Tallahassee Police Department
Todd Notley, Division Chief, Tallahassee Fire Department
Christopher Pandolfi, Radio System Administrator, City of Tallahassee
Jeanine Gauding, Director, Consolidated Dispatch Agency

- I.* Call to Order (not recorded)
Chief Chad Abrams called the meeting to order at 2:00 pm.
- II.* Approval of Previous Meeting Minutes
The first order of business was the approval of the meeting minutes from the December 03, 2020 regular meeting. Chief Revell made a motion to approve the minutes and Assistant Sheriff Harrelson seconded the motion. Approval of all the minutes was unanimous.
- III.* Old Business
 - a. Director Gauding reported on International Academy of Emergency Dispatch protocols for law enforcement, medical, and fire; no concerns about the changes reported.
 - b. Use of fourth quadrant by LEO on South radio, discussion included field and agency issues of being combined and a possible fourth radio. There will be future discussion on the matter by the committee.
- IV.* New Business
 - a. 10 code discussed for TFD to request LEO, Division Chief Notley suggested 10-48 and Chief Revell suggested 10-64 since it is already in use.
 - b. Text-911 reported not active for Sprint and it has not been publicly announced. In two weeks approximately 7 texts received. IAED suggests use of protocols and they are being used.
- V.* Adjournment of Management Committee Meeting at 2:15pm.
- VI.* Call to Order – Digital Trunked Simulcast Radio System Meeting (recorded)
Meeting called to order at 2:15 p.m. by Chief Abrams

VII. Public Comment
None given.

VIII. Old Business
No old business.

IX. New Business
Christopher Pandolfi reported the system in good health, no outages, no major events. Upgrades the first week of March 2021 to replace 2 servers, storage, firewalls and software.

X. Radio Shop Presentation – Christopher Pandolfi
a. 800 MHz report

Motorola installed underground fiber at TPD. Security cameras installed at accessible sites. Real time crime center does not have access to the cameras. Timeline for the procurement of new radios is undetermined at this time.

b. Leon County Safety Board request

John Hunkiar with the Leon County School Board Safety Office made a request to have 10 new radios programmed to the 800MHz frequency for use by school resource officers that are non-TPD and non-LCSO. The radios' storage, security tracking, check-in/check-out procedures, radio liability, and plain talk communication during use were discussed with the Committee. The radio channel to be utilized in the Consolidated Dispatch Agency communication center was discussed. Chief Abrams suggested that the liaisons handle the details to be reported to the Committee. Chief Revell went on record regarding the cost which will be determined by Director Gauding and Christopher Pandolfi. Chief Revell made the motion to allow use of the special works channel and secondary of 9A when it comes online. Chief Abrams amended that Operations has the authority to make channel decisions. Assistant Sheriff Harrelson seconded the motion. All in favor, approved.

c. Wakulla County update

Wakulla Commission approved their radio system. There will be negotiations regarding offset of costs.

XI. Adjournment
Assistant Sheriff Harrelson made a motion to adjourn, seconded by Chief Revell. The meeting adjourned at 3:00 pm.