Meeting Agenda

Date: September 4th, 2019
Description: HCSO Public Safety Communications Users Advisory Board (UAB)
Location: HCSO-ECF 2nd Floor Conference Room
Invitees: UAB Members and Guests

Agenda Items:

I. Meeting Open – Chair Brooklyn Park PD Deputy Chief Todd Milburn
   a. New Chair and Vice Chair nominations
      New Chair is Chief Rodger Coppa
      New Vice Chair is Captain Andy Gardner

II. 800 MHz (Mike Parker)
   a. Encryption Update
      i. October cutover date possible – any thoughts from group?
         Cutover date will be middle to late October. Radios have been reprogrammed and
         it will be a hard cutover to avoid patching issues. Final date will be announced in the
         next week or so. After cutover, radios will be reprogrammed to take out the ‘clear’
         (unencrypted) channels. The clear channels will also be shut off so that users will get a
         busy tone (bonk) when attempting to transmit on them.
      ii. Updated Statewide Pursuit Standard (Curt Meyer)
         Patching encrypted channels with clear channels will disable busy signal and allow users
         to talk over each other without realizing it’s happening. Be aware of talking over
         someone else. Users should switch over to regional or statewide channel whenever
         possible when patching happens (ex. pursuit).

III. CAD/911/MDCs (Kevin Schwartz)
   a. New Director – Tony Martin
      Introduction of new civilianized Communications Division Director. Provides stable leadership
      and not change every couple of years. Also provides career path for the Telecommunicator
      profession. Motion made and passed to replace Captain Schwartz with Director Tony Martin on
      the User Advisory Board roster – motion passed.
   b. Windows 7 will not be supported by Microsoft after January 14, 2020, MDCs need to be updated
      to Windows 10. Chuck Venske has made contact with agencies who still
      have machines running WIN7. They will no longer receive patching or
      support from Microsoft after the cutoff.
c. Hiring for TCs every eight to ten weeks – check out hennepin.us/jobs
   Dispatch will continue to hire every 8-10 weeks. Training takes 4 to 6 months to complete.

d. CAD Update
   i. Field Ops Update
      5.8.26 update is complete. The update includes increased functionality in the Field Ops app. App being tested by a larger group right now. Field Ops training materials are being prepared. Fleet support fees are $15 per device. Rolling out to more at the beginning of 2020. Those who have been testing, please share tablet and information with others. Agencies should think about how many they will want to implement.

IV. SOP Committees
   a. Fire (Chief Rodger Coppa)
      Waiting for management shift
      Fire interested in automated dispatch for fire resources.
   b. Police (Sgt. Rick Denneson)
      Meeting on Monday, September 9th.

V. Old Business
   a. IPAWS implementation – Dan Anderson (HCEM)
      Sergeants are working on online training. Dan is coordinating with Curt Meyer for in-person training. SOPs will be included in training. Implementation will need to include outreach from POIs, Fire and Police.
      Goal is to implement by end of year.
      8/5 – Large hail message sent out. HipLink worked perfectly.
      9/2 – Tornado sirens triggered based on polygon provided by National Weather Service. Sirens sound based on that polygon. Some parts of a city did not have their siren sound because they were not in the polygon. Great communication that night. Resources on the correct radio channels made things work smoothly.
   b. Regional Response CAD Code – Update (Curt Meyer)
      Waiting for a number of agencies to provide their response plans. Follow up with Sgt. Cooper if you have questions. This will be clarified and a notification will go out to those agencies that we have not received a plan.

VI. New Business
   a. Manager hiring
      Posting for additional Dispatch Managers went out several weeks ago. County HR with Sheriff’s Personnel pulled the posting. Will be reposted soon. Increasing the number of managers supervising the Sergeants. Update: The Manager posting went back up and closes on September 18th.

VII. Adjournment
     0927 hours.

**Next Meeting – December 4th, 0900-1100 hours – ECF 2nd Floor Conference Room**