

June 16, 2009 – 13:00 hrs
KCDA TAC Meeting
KCSD – Employee Conference Center

Present: KCDA Interim Executive Director Ralph Gould, Chairperson (Captain) Michelle Lajoie-Young - KCSD, Dave VanHouten – GRPD & FD, Matt Groesser - KCSD, Kevin Walk – Life EMS, Rob Benstein - GRFIA, Deputy Chief Laura Knapp - GRFD, Captain Brad Schutter – Wyoming PD, Marc Sonefeld – GRPD & FD, Mike Krenz – GRPD & FD, Carl Wood – Walker PD & FD, Lieutenant Kim Koster – Wyoming PD, & Senez Rodriguez - KCEMS

CAD Site Visit Travel Plans

Attendees for the site visits:

1. **Ralph Gould** – KCDA Interim Executive Director – Reimbursed by KCDA
2. **Michelle Lajoie-Young** – Captain, KCSD – Chairperson of Technical Advisory Committee – Reimbursed by KCDA
3. **Matt Groesser** – ECS & Communications Planner, KCSD – Reimbursed by KCDA
4. **Dave VanHouten** – ECO III GRPD & FD – Reimbursed by KCDA
5. **Carl Wood** – Lead ECO, Walker PD & FD – Reimbursed by KCDA
6. **Senez Rodriguez** – Executive Director, Kent County Emergency Medical Services, Inc. – Reimbursed by KCDA
7. **Karen Chadwick** – Communications Manager, GRPD & FD – Reimbursed by CITY OF GRAND RAPIDS
8. **Marc Sonefeld** – GEO-file/GIS Coordinator, GRPD & FD – Reimbursed by KCDA
9. **Mike Krenz** – ECO III & President of POLC bargaining unit, GRPD & FD – Reimbursed by CITY OF GRAND RAPIDS
10. **Kevin Walk** – Director of Information Technology, Life EMS – Reimbursed by KCDA
11. **Laura Knapp** – Deputy Chief, GRFD – Reimbursed by KCDA
12. **Kim Koster** – Lieutenant, Wyoming PD – Reimbursed by KCDA

KCDA to reimburse individual municipalities, but employees should follow their own policy/procedures for allowable travel expenses (meals, tips, taxi/shuttle bus, parking etc.) and be personally reimbursed from their own city/county.

Personal vehicle use: Individuals who are offering use of personal vehicles are to submit mileage reimbursement to their own city/county. Cities/County will be reimbursed by KCDA.

Attendees will be meeting at KCSD in the NW corner of the Admin Bldg parking lot (close to the bottom of the shorter of the two radio towers on site) on Sunday, June 28th at 11 AM sharp.



Hotel accommodations: Hotel expense is being covered by the Kent County Sheriff Department for all attendees and will be reimbursed directly from KCDA.

Nashville:

Comfort Inn

1501 Demonbreun St. Nashville, TN 37203

Tel: 1-615-255-9977

Louisville:

Hampton Inn

101 East Jefferson St., Louisville, KY 40202

Tel: 1-502-585-2200

Hamilton County:

Hampton Inn

11575 Commercial Dr., Fishers, IN 46038

Tel: 1-317-913-0300

Agenda for each site:

1. Meet with admin/vendor and ask vendor the questions from our lists.
2. Then view system in action.
3. Then "caucus" with our group to review what we saw.

Information to be sent to PSAP ahead of time: There is a desire to send an operational list of what we want to see to the host PSAPs in advance. The following operational focus areas are being worked on by these TAC members:

1. Police Mobile – Koster
2. Fire Mobile – Knapp
3. CAD Operation (User level functionality) – VanHouten & Groesser
4. Medical (ProQA/AQUA) Integration to CAD – Walk
5. Management/Administrative functions of CAD – Lajoie-Young
6. Geo-coding/GIS functionality – Sonefeld

Discussion shift to 911 RFP

A relatively short discussion and review of the 911 phone system RFP ensued. Groesser explained that the RFP had been cleaned up by adding the names of the two chosen KCDA Primary PSAPs (Grand Rapids and Kent County). There are still several highlighted items that need to be checked by Kent County I.T. and Grand Rapids I.T., but most of the formatting has been corrected and refined. The DRAFT 911 RFP is attached.

NEXT TAC MEETING IS TUESDAY, JULY 7th, 2009 AT 1 PM – KENT COUNTY SHERIFF DEPARTMENT (Room TBA)

Respectfully Submitted,
Matt Groesser – KCSD