



**March 2, 2022**  
**PSAP GOVERNANCE BOARD MEETING**  
**DRAFT MINUTES**

**Meeting Room – 1<sup>st</sup> Floor Police Dept.**

725 N. Park Ave, Fremont

**9:00 a.m.**

A meeting of the Fremont/Dodge County PSAP Governing Board was held on March 2, 2022, on the first-floor meeting room of the Fremont Police Department at 725 N. Park Avenue, Fremont, Nebraska. The meeting was called to order by Chairman Joey Spellerberg. The meeting was preceded by a publicized notice in the Fremont Tribune and the agenda displayed in the Fremont Police/PSAP lobby and is open to the public. A copy of the open meeting law is available for public inspection.

Roll call showed Board Members Joey Spellerberg, Greg Beam, Doug Backens, Glen Ellis, Mark Jensen, and James Vaughan present in the room. Bob Missel was absent. 5 present, 1 absent. Shelly Holzerland, ex officio present. Guests were Chief Todd Bernt, Tom Christensen, and Lead Dispatcher Jamie Carlson.

The draft minutes of the October 26, 2021 meeting were distributed prior to the meeting and available in hard copy at the meeting. Mr. Jensen moved to accept the minutes of the October 26, 2021 meeting and Mr. Vaughan seconded the motion.

Vote: Aye: Spellerberg, Ellis, Vaughan, Backens, Beam, Jensen

No: None                      Motion passed

***Information Topic: Draft MOU for equipment sharing with Nebraska State Patrol***

The Nebraska State Patrol (NSP) has approached Fremont/Dodge County Communications about sharing 911 equipment. Currently NSP does not receive 911 calls. When 911 calls are transferred to them, they do not receive the mapping location and telephone number identification data that a 911 center has. This can keep NSP from being able to accurately identify the location of the caller. NSP has proposed to use the 911 servers at FDCC to get this data to their dispatch centers. Since FDCC is part of a Next Generation 911 region and will be part of the Nebraska emergency services IP network, a transfer from any PSAP in Nebraska could route through the equipment at Fremont and deliver location data to NSP.

The draft agreement mirrors the regional agreements in that NSP will pay all of their own costs to connect to the 911 service, equipment their dispatch centers and maintain their own equipment. In addition, they will share in the support costs of the 911 equipment at Dodge and Colfax counties, the same as the other PSAPs in the region. This will reduce the support costs for everyone.

The draft is presented as information only. Currently it has been distributed to NSP and to the regional member counties for legal review. Once that is completed it will be brought to the city council and county board for approval and signature.

### ***Cost sharing model for providing services to Burt County***

Shelly reported that talks have begun with Burt County to develop a plan to provide part-time dispatching services to their county. The updated regional 911 equipment allows for call-taking but a solution to radio and fire paging must be studied. The radio shops for both PSAPs have met and are discussing possible solutions.

The city attorney is working on a draft MOU. A decision needs to be made on how Burt County would be charged for the dispatching services. Currently the Sheriff in Burt County is interested in half-time services from 8:00 a.m. to 8:00 p.m.

Shelly has researched how other counties have calculated a price for their services. Southeast Communications in Beatrice dispatches for another county and another city. They explored three different options. Included in the agenda packet and handed out at the meeting was a document that showed the calculations for the three options.

The first is to split the costs based on population. Using this formula, Burt County would pay 15% of the budget and 85% would be left to Dodge County. Using numbers from 2021, this would result in Burt county paying \$112,600 for dispatch services.

The second option would be to split the budget in half, with each county paying half the expense. This would result in \$750,632 for each county with Burt County paying half of that amount for half-time services (\$375,316.)

The third option is to base the charges on Calls for Service. This is the option that Southeast Communications and Platte County use. The two things that help quantify the workload in dispatch are the number of calls for service and the amount of radio traffic. Burt County does not have a fully automated computer aided dispatch system. Some of their data is produced manually so it's difficult to accurately compare numbers. Once FDCC started providing the service, the same computer system would be counting the calls for service and the radio traffic that FDCC is providing and we could make a more accurate count using this option. Using the data that Burt County provided, the calculations show that in 2021 the costs per call would have been \$16.08 per call. This would result in their yearly obligation being \$75,753 for 2021.

Mr. Jensen wondered if additional dispatchers would be needed. Based on the numbers provided, the workload could be handled by FDCC if it were fully staffed. Currently the dispatch center has one in training and two openings. With adequate staffing it would not be necessary to add on more dispatcher at this time.

Mr. Vaughan moved to use option 1 for year one, since we do not have accurate numbers to base option 3 on. After the first year of service, when all of the counts could be made from the FDCC computer, the method of determining charges will be reevaluated. Mr. Ellis seconded the motion.

Vote: Aye: Spellerberg, Ellis, Vaughan, Backens, Beam, Jensen

No: None Motion passed

### ***Interlocal Agreement with Burt County***

This item was placed on the agenda however without the decision on how payment would be calculated, it was decided not to publicize a draft. Now that the decision has been made, the draft will be completed.

Mr. Jensen moved to continue this item to the next meeting. Mr. Vaughan seconded the motion.

Vote: Aye: Spellerberg, Ellis, Vaughan, Backens, Beam, Jensen

No: None Motion passed

### ***Additional Map layers and Cloud Migration***

***Cloud Migration:*** Shelly reports that the mapping company, Geo-Comm, is migrating their current system to the cloud and the PSAP will need to accommodate that. The current support contract will be ready for renewal in April so Geo-Comm is proposing to do the migration and sign a new 5-year support contract. The amount charged to the PSAP will remain almost the same. The new support contract will include support for the Fremont Police and Fremont Fire applications as well and will be charged back to those departments. The PSAP as well as police and fire are very happy with the product and support that Geo-comm has provided. The Fremont IT department has reviewed and approved the move. Mr. Vaughan moved to accept the change in the mapping software and Mr. Ellis seconded the motion.

Vote: Aye: Spellerberg, Ellis, Vaughan, Backens, Beam, Jensen

No: None Motion passed

***Additional Map Layers*** This project was budgeted by the PSAP. This is a project to add additional layers to the dispatch and responder maps. This will include Hazmat sites, schools, fire hydrants and a z- axis in multi floor buildings.

Mr. Jensen moved to accept the additional map layers, Mr. Vaughan seconded the motion.

Vote: Aye: Spellerberg, Ellis, Vaughan, Backens, Beam, Jensen  
No: None Motion passed

***Review and Acceptance of EMD proposal***

Shelly reports that two years ago, this project was proposed for the budget and quotes were obtained. Due to the unknown expenses from the 2019 flooding, the project was cut from the PSAP budget and the old system was continued. The old system that is still in use is past end of life and support is not available to it. It needs some updates to the protocols. It is not customizable and was very cumbersome during the pandemic, as it could not be adjusted to meet the needs of the responders during this time. There are three companies that provide Emergency Medical Protocol systems. Two provided demos and pricing. The third declined to respond. The APCO Intellicom is the system selected by the PSAP staff and is also the lowest bid. It is provided by the leading emergency communications organization in the country and is a quality product. The city IT department has reviewed and approved. Shelly has applied to the county for ARPA funding and it looks promising that it will be awarded.

Mr. Vaughan moved to accept the project and move forward, Mr. Backens seconded the motion.

Vote: Aye: Spellerberg, Ellis, Vaughan, Backens, Beam, Jensen  
No: None Motion passed

***Review and acceptance of RFP for County Radio Administrator Services.***

Included in the agenda packet and distributed at the meeting was a draft of the expected jobs/tasks/support for a Radio Systems Administrator. The County radio project is nearing completion and support services will be needed to keep the system maintained and to address problems. The Radio Systems Administrator will support the county radio system by working with ORION, programming user radios, helping troubleshoot issues with the dispatch consoles, regularly checking the tower sites and various other support duties.

Mr. Ellis questioned why an employee wasn't being hired to do this work. Currently about 50% of the work is routine duties such as programming radios and working with the responder agencies. The other 50% is responding to issues and problems, usually after hours. The number of emergency issues will reduce once the County system is completed and everyone is working on the new system.

Shelly suggested that since the Operations Board oversees the county radio system, it would make sense for them to manage the RFP, review the bids and make a recommendation to the Governance Board. The board agreed. Mr. Jensen moved to accept the language for the RFP for the County Radio Administrator Services and Mr. Vaughan seconded the motion.

Vote: Aye: Spellerberg, Ellis, Vaughan, Backens, Beam, Jensen

No: None

Motion passed

***Motion to adjourn***

At 9:37 a.m. Mr. Vaughan moved to adjourn and Mr. Backens seconded the motion.

Vote: Aye: Spellerberg, Ellis, Vaughan, Backens, Beam, Jensen

No: None

Motion passed

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