

## User Board Meeting minutes March 12, 2014

Present: Barb Johnson, Jason Akerson, Edward Kippy, Erik Jankila, Jason Maki, Shan Padden, Linda Bergstrand, Steve Shykes, Bruce Hegrenes, Lisa Johannessohn, Scott Camps, Scott Drewlo, Cory Suonieri, Jeff Kazel, Gail Lanyk, Walt Wobig, Steve Steblay, Patsy Kingsley, Dewey Johnson

Approval of minutes – Erik made a motion to approve Barb seconded. Minutes approved.

Communications – none.

Unfinished business – The Law Enforcement Handbook is done. Dewey will get started on the Fire/Ems Handbook.

ARMER update – Bruce gave an update on tower sites. Bruce, Scott, Dewey and technical staff will be attending the Inoperability Conference. Bruce will be presenting at the conference.

ARMER refresher training will begin in April.

Dispatch hiring/staffing update – 3 people started 4 weeks ago. We revamped the training program and will be trying it out. Another test will be held at UMD soon.

Non-emergency transfers – There was another meeting in Hoyt Lakes. The requests for non-emergency transfer paging by dispatch has burden the system. Dewey will be working on sending a letter advising that we will only page the primary responding agency and if they do not respond it will be up to the hospital to find someone.

Cautions in Shield – Lisa is working on getting the Cautions put into Shield so that when dispatch runs a local check the caution will come up in Shield. We will need to work on business practices in regards to this.

Adding/involving in Cad – The consensus is that all names if ran by an officer on a call should be involved in the CAD call so that it is searchable.

XP support – The deadline is April 8<sup>th</sup> to have XP taken off your systems and Windows 7 or 8 installed.

NG9-1-1 – St. Louis County will be a testing site for TXT to 9-1-1. The testing will be done by specific individuals that will have a code to call in order to do the testing. It will not be available to the public at this time. This is a testing process only.

Ticket Writer – Version 1 is no longer supported as of April 8<sup>th</sup>. We will be changing to version 2 and you will need Windows 7 or 8.

Other business – A question was asked if Ticket Writer could be put into an office. There would need to be an MDC at the location. The license numbers are limited. Next meeting May 14<sup>th</sup> Motion to adjourn Erik seconded by Linda meeting adjourned.