

WORK SESSION
WESTERN COLORADO REGIONAL DISPATCH CENTER
Monday, January 11, 2016
1:30 p.m. in the Centennial Conference Room
Located in the Montrose City Hall Annex, 433 S. 1st Street

- 1) CALL TO ORDER – Chairman Tom Chinn
- 2) PLEDGE OF ALLEGIANCE
- 3) EXECUTIVE DIRECTOR UPDATES: MANDY STOLLSTEIMER
 - A. EOC Dispatching
 - B. WCRDC operations
 - C. Facilities update
- 4) GENERAL WestCO BOARD OF DIRECTORS DISCUSSION
- 5) ADJOURNMENT

Executive Director Report: 01/11/2016

Operations:

- EOC Dispatch – As of Friday January 8, 2016, only half the staff had been provided their OSN from the CBI; therefore, EOC dispatch services could not begin over the weekend. Working with MRDC's manager, we determined that WestCO will start providing dispatch services Tuesday January 12, 2016. WestCO will be working with 2 staff members on duty at all times.
- Agency training sessions were conducted for all three Telluride agencies and Montrose Police. The sessions outlined the radio protocol to be used when both MRDC and WestCO are dispatching units.
- CL installed WestCO's seven POTs lines and we are now able to publish our new number: 970-249-9110. We have placed a request to have all phone calls into this number be automatically transferred to the County EOC provided number, allowing WestCO to pick up.
- Training
 - With assistance from MFPD, WestCO staff completed CPR/FirstAid training.
 - EMD training has been tentatively set for the week of February 7, 2016.
- Myself and Jaci traveled to Telluride and spend several hours with San Miguel Sheriff's Office going over CAD and CAD reporting.

Project Timeline:

- Construction
 - Ceiling grid is set. Tile installation had started, but then it was discovered they have the incorrect tiles and will get them installed. Carpet and base are complete.
 - Office furniture is scheduled for install on 1/12/2016 with anticipated Certificate of Occupancy the same week.
 - Console furniture is still slated to be shipped the week of 1/17/2016
 - Jaci is working on a punch list of items not yet complete, including the net-clock wiring and the make busy switch.
- Motorola: Project continues to be on schedule with onsite install scheduled to start Monday 1/25/2016, and final acceptance and transition to service scheduled for the week of

**WESTERN COLORADO
REGIONAL DISPATCH CENTER
EXECUTIVE BOARD OF
DIRECTORS**

CHAIRMAN
Chief Tom Chinn

VICE CHAIRMAN
Fire Inspector John Cheroske

SECRETARY
Fire Chief Tad Rowan

*434 South First Street
P.O. Box 790
Montrose, Colorado
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2/26/2016. The PM and the sales representative will be onsite today, January 11, 2016 to take a look at the facilities now that the HVAC units are placed.

- E911/CenturyLink
 - CenturyLink is working with Airbus to confirm training and go-live dates. WestCO has provided desired dates and we are waiting on confirmation.
 - 50 pair install is anticipated to start this week.
- DSS Recording System: Channels for recording have been identified so that DSS can configure the recording system.

Personnel Update: We continue to employee eight dispatchers. The posting for our vacancy is still active and we have received five applications, all with no prior dispatch experience.

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WCRDC Weekly Report
January 11, 2016

- Working with the phones at the EOC. Voice mail is set up, and the phones have been tested. The phones will allow eight lines to be busy, before the ninth call would roll to the message.
- The new phone number can now be published and will be forwarded to the EOC, no need to change any numbers twice. When we are live at the EOC this number can be given to Ski Patrol and programmed in the outside phone at Mountain Village.
- I have been working on putting together a document that outlines the electrical draw of all equipment. We are trying to determine if all the equipment in dispatch and the server room can be put on the main UPS, instead of individual portable UPS at each of the consoles.
- Started a User Training document that will be presented to all the users on a regular basis to help the field units and dispatch stay consistent.
- Attended CAD training with Mandy.
- Prepared and presented a brief User Training for the Telluride Agencies.
- Created a punch list which will be an on-going document.
- Have worked with Century Link and Airbus to move the dates that were given for a March install to the original February install. The issue has been determined. Century Link did not place the dates with Airbus when we had requested them. Their delay in this caused Airbus to schedule other projects. Airbus is trying to see if they can move us up.
- Still working on getting the wireless ESN in order to get the proper forms filled out for the Phase II requests.