

Board Meeting

Tampa Bay Regional Planning Council
4000 Gateway Centre Blvd., Suite 100

Pinellas Park, FL 33782

April 10th, 2024

Meeting Minutes

1. CALL TO ORDER

- Meeting called to order at 9:48 am by Chairman Slaughter

2. ROLL CALL

- Board Chair – Chairman Dan Slaughter
- Clearwater Police Department – Chief Gandy
- Pinellas County Sheriff's Office (Designee)– Chief Deputy Halle
- Pinellas County R911 Director – Director Fogarty
- Pinellas Park Fire Department – Chief Schlatterer
- Pinellas Park Police Department – Chief Geissenberger
- Largo Police Department – Chief Loux
- Belleair Police Department – Chief Doyle
- PRIME – Executive Director Lancto

3. APPROVAL OF THE MEETING MINUTES FROM March 13th, 2024

- Discussion- Chairman Slaughter wanted to confirm that the meeting minutes reflected the assembly's understanding of the method that would be used to pay legacy CAD costs. There was no disagreement.
- Motion to approve meeting minutes – Director Fogarty
 - i. 2nd by Chief Schlatterer
 - ii. All in Favor / None Opposed

4. EXECUTIVE DIRECTOR'S REPORT

- **Staffing Update**
 - i. A candidate has been offered the Senior Systems Integration Engineer position. She is in the background check phase of hiring.
 - ii. Lt. Shea of the Pinellas Park Police Department will be transitioning back to his primary assignment with the agency. He will continue to work with PRIME as time allows. Chief Geissenberger has offered another part-time resource to continue moving the project forward.
- **Project Update**
 - i. Hexagon is onsite providing foundational training for the dispatcher test group.
 - ii. The team is continuing to work on interfaces and citation and crash reporting. Meetings with Hexagon have been scheduled to make sure that end to end testing is completed.
 - iii. Regular GIS meetings are taking place to address mapping issues.

- iv. PRIME members have been visiting agencies to talk about the records management system.
 1. This allows individual agencies to get more focused demonstrations while the product is still being built.
 2. Chief Gandy commented that the in-person demonstration was very helpful. He recommends that each agency schedule to have a visit if they have not already.
 3. Director Lancto plans on scheduling a hands-on demo for the Board. Much progress has been made since the last time many members saw the records system.
- v. Release 2309.3 will be coming in the next month. This will implement records fixes along with some CAD patches. The next major release is scheduled this August.
- vi. An Introduction to OnCall Mobile was held to introduce prospective agency trainers to the product.
 1. Chief Doyle received positive feedback from the people from his agency that attended. They told him that they found it easy to use. He found their reaction very encouraging.
- vii. Requirements Matrix Review Committee
 1. It was suggested at the last board meeting that a committee be assembled to review the Requirements Matrix.
 2. Committee members will attend the current CAD dispatch working group and records group meetings. This will be more effective than having separate meetings for the committee members as some are unfamiliar with the products. They will be able to ask questions in the current meetings regarding the Requirements Matrix line items.
- **LexisNexis**
 - i. Clearwater PD, Pinellas Park PD, and St. Petersburg PD use LexisNexis to allow citizens to submit their own police reports for minor incidents such as a lost cell phone.
 - ii. Director Lancto requested approval to move forward with the quoted price. He stated that he would try to negotiate with them to see if it could be reduced.
 - iii. Board Discussion
 1. It was asked if these costs would be paid individually in the future or if they would be a PRIME cost. Director Lancto believes it would be a PRIME cost but that is for the board members to decide.
 2. There were questions as to whether this quote covered only the individual agencies listed or if all agencies in the consortium would be able to utilize this service if they wished. It was stated that the current quote would only allow the three current agencies listed to use the LexisNexis product. The group was interested in finding out what the cost would be as a consortium.
 3. Director Lancto will find out what the cost would be for the enterprise. This will be discussed at a future meeting.
- **Budget Discussion**
 - i. The Financial Report was provided to the board members. The consortium is in good standing.
 - ii. Budget Proposal
 1. The Finance Committee met to discuss the proposed budget. The budget presented to the board members has been approved by the Finance Committee.
 2. The budget is showing a surplus because we did not go live with the new system. These funds will be carried over to next year.
 - After discussion the Board decided that it is reasonable to keep these surplus funds in reserve for expected future payments to Hexagon. It is expected that the budget will stabilize once implementation is complete.

3. Each consortium agency will pay legacy CAD costs and PRIME will reimburse the invoice amount based on the amounts dictated in the budget.

- iii. Motion to approve the PRIME Budget for Fiscal Year 2025– Chief Loux
 1. 2nd by Chief Doyle
 2. All in Favor/ None Opposed

5. OTHER BUSINESS

- **Motorola GPS in Radios**

- i. PLT (Personal Location Tracking) is included in the proposal. PLT is only a small portion of the Motorola cost. The majority is for the Push to Talk (PTT) feature.
 1. PLT is currently only being used by the Sheriff's Office. Pinellas Park PD has purchased GPS licenses to use this feature in the future.
- ii. Motorola is requesting an approximate number of expected users at any given time.
 1. This feature will not be turned on continuously. It is activated as needed in specific situations.
 2. Director Lancto gave an estimate of fifty users at a time countywide. He requested feedback from the assembly to determine if this was a reasonable estimate.
 3. New radios that are purchased with the LTE capability would not impact the radio system in this capacity as they would use a different interface to bring information into the CAD.
- iii. The Board discussed how their individual agencies may use the feature and alternatives that they are either currently using or are investigating. It was decided that as the consortium currently plans to use PLT, fifty concurrent users is a reasonable estimate.

- **Recognition**

- i. Chairman Slaughter wanted to recognize Lt. Shea for his hard work on the project. He thanked Chief Geissenberger for allowing him to be a resource. The board members agreed that Lt. Shea's input has been invaluable and extended their appreciation for his hard work. Chief Geissenberger thanked the Board for their praise of the lieutenant's passion and the progress he was able to make while working with the PRIME team.

6. ADJOURNMENT

- Meeting adjourned at 10:29 am.