



Department of Emergency Services
Division of State Radio
 Computer Aided Dispatch Project

Meeting Agenda

Meeting Title	CAD Weekly Progress Meeting	Time	1:00 – 2:00 PM
Date	27 May 2008	Place	Fraine Barracks, DES Conference Room
Facilitator	Christy Smith	Call-In #	N/A

Accept/Reject:		Date:	
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Invitee List:

1. Russ Timmreck
2. Mike Dannenfelzer
3. State Radio Supervisors
4. Larry Ruebel
5. Bob Nutsch
6. Carrie Oswald
7. Sarah Keney
8. James Boehm
9. Jim Crow
10. Pam Schafer
11. Gordon Christensen
12. Justin Data
13. Christy Smith

In Attendance:

1. Rosalie Doerr
2. Larry Ruebel
3. James Boehm
4. Jim Crow
5. Gordon Christensen
6. Christy Smith

#	Agenda Item	Time Allotted	Presenter or Moderator
1	Continue RFI Responses & Analysis Discussion	45 min	Christy Smith / Larry Ruebel

Discussion:

- Discussion of RFI responses
 - Have our business requirements changed?
 - Questions that we don't want to include in the RFP?
 - New questions that we want to ask in the RFP, based on the RFI responses?
 - If an incident is closed, can it be re-opened? (NEW REQUIREMENT)
 - If so, is it 'View' only, or can a dispatcher make edits?
 - When an incident is created and a unit is assigned, will the unit radio logs be automatically updated? (NEW OPERATIONAL QUESTION)
 - Are product customizations included in the Maintenance Agreement? (NEW GRADING POINT)
 - Distinguish between hardware and software maintenance agreements / requirements in the RFP.
 - On-site training (NEW REQUIREMENT)
 - Must have the ability to operate in a multi-discipline and multijurisdictional environment. This includes the ability to have jurisdiction based rules. (NEW REQUIREMENT)
 - Ability to filter incidents and traffic stops in other jurisdictions (NEW GRADING POINT)
 - Use Section 508 / American Disabilities Act answers as a grading criterion (NEW GRADING POINT)
 - Incidents can be initiated from patrol cars (NEW REQUIREMENT)
 - Incidents and traffic stops should be logged, but separate on the screen, so they aren't intermixed (NEW GRADING POINT / NEED DEMO)
 - Need to be able to focus on incidents while not getting distracted by traffic stops.
 - Must have the ability to prioritize response to incidents (NEW REQUIREMENT)

2	New Issues or Risks	15 min	Christy Smith
Discussion: <ul style="list-style-type: none"> ▪ AVL ▪ Polling Rate <ul style="list-style-type: none"> ○ How often do they poll for AVL information? Constant polling can slow down MDT system. Every 30-60 seconds would be okay, but every second would impact the system. ○ This is an adjustable feature in some (most?) systems. ○ Motorola's mobile data group brought the issue to our attention. 			

#	Action Item	Assigned To	Due Date
1	Create matrix of Tier 1 responses (TriTech, Positron, InterAct, and Intergraph) to RFI.	Christy Smith	6/2/08
2	Revise requirements and grading criteria for RFP.	Christy Smith	6/2/08
3	Schedule teleconference with Lilli W. from Mayo Clinic regarding their CAD system. Invite Larry, Jim B., Jim C., and Russ.	Christy Smith	6/2/08
4	Follow up with Bob Nutsch to confirm minimal mapping requirements for base CAD system, and any recommended grading criteria for the GIS component.	Christy Smith	6/2/08
5	Review grading criteria from sample RFPs	Christy Smith	6/2/08