

# **Public Safety Communications Board**

**Leon County  
City of Tallahassee  
Leon County Sheriff  
Tallahassee Fire Department  
Tallahassee Police Department  
Leon County Emergency Medical Service**

**(The following attachments are for the August 25<sup>th</sup> meeting)**

**Agenda**  
**Public Safety Communications Board Meeting**  
**August 25, 2006**

*Meeting Time and Location: 11:00am at the Leon County Sheriff's Office 2<sup>nd</sup> Floor  
Citizens Training Academy*

1. Approval of the July 18, 2006 minutes.
2. Review of the RFP results and discussion on how to move forward with the selection process.
3. Approval of the Interlocal Agreement.
4. Report by the Technical Subcommittee – Materials will be provided at the meeting
5. New Business.
6. Next meeting date.

**Minutes for the July 18, 2006  
Public Safety Communications Board Meeting**

1. Approval of the June 27, 2006 minutes:

Chief McNeil moved, seconded by the City Manager, to approve the June 27, 2006 minutes. The motion passed unanimously.

2. Presentation by Tusa consulting company in regards to the consultants report and recommendations:

The presentation was made by Nick Tusa.

After the presentation, Sheriff Campbell shared with the Board a press release from the Governor's office on July 14, 2006. The press release discussed the implementation of the State Law Enforcement Radio System (SLERS) by the state of Florida.

Sheriff Campbell moved, seconded by Chief McNeil, to have the Technical subcommittee develop a limited set of requirements in order to have Motorola and M/A Com update previously submitted proposals. The requirements will take into consideration the issues identified by Tusa Consulting. Chief McNeil requested that the requirements are APCO P25 compliant. The County Administrator requested and the Sheriff agreed that the set of requirements developed by the Technical subcommittee do not exclude any one vendor's proposal from consideration due to self imposed requirements. The motion passed unanimously. This limited scope of work will be brought to the next PSCB meeting.

The County Administrator also expressed concerned over the proposed location of a new radio tower at Myers Park. It was suggested that perhaps other another site location would be more beneficial.

Chief McNeil moved, seconded by the City Manager, that the Technical Subcommittee include alternatives for the tower site at Myers Park as part of the updated proposals by Motorola and M/A Com. The motion passed unanimously.

3. Review of the Interlocal Agreement:

The City Manager moved, seconded by Chief Dick, that the final approval of the Interlocal Agreement be placed on the next meeting's agenda. The motion passed unanimously.

4. Update of the progress of the RFP:

Don DeLoach reported that the RFP was issued on July 8, 2006 and closes on August 8, 2006. Currently 45 vendors have downloaded the RFP application. The vendor list and discussion on how to move forward with the selection process will be conducted at the next PSCB meeting.

5. Discussion of the Mutual Aid Agreement:

Chief McNeil expressed his satisfaction with the changes that were made to the Mutual Aid agreement by the Sheriff's office. Due to the fact that Mutual Aid agreements are part of the Sheriff's responsibility a vote for approval by the PSCB was not necessary.

**Minutes for the July 18, 2006  
Public Safety Communications Board Meeting  
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5. Continued:

The Sheriff provided case law that clarifies his ability pursuant to the mutual aid act to grant law enforcement authority to police officers in the unincorporated areas of Leon County. In addition, the Sheriff shared a survey showing that the majority of Florida Sheriffs patrol and answer calls for service within the incorporated areas of their respective counties.

6. Next Meeting Date:

August 15, 2006 at 11:30am: Leon County Sheriff's Office, 2<sup>nd</sup> Floor Citizens Training Academy

On the agenda for the August 15<sup>th</sup> meeting:

- Final approval of the Interlocal Agreement
- Report by the Technical Subcommittee regarding the limited scope of work for the re-submittal of the Motorola and M/A Com proposals.
- RFP results and discussion on how to move forward with the selection process.

Meeting adjourned at 1:10pm.

## MEMORANDUM OF AGREEMENT

**THIS AGREEMENT**, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2006, by and between LEON COUNTY, a political subdivision of the State of Florida (hereinafter referred to as "County"), the CITY OF TALLAHASSEE, a Florida municipal corporation (hereinafter referred to as "City"), and the LEON COUNTY SHERIFF, a separately elected county officer of the State of Florida (hereinafter referred to as "Sheriff").

**WHEREAS**, the County, City, and Sheriff wish to enter into an agreement that will ensure the creation of a joint dispatch center for the purposes of dispatching all law enforcement, fire and emergency medical services; and

**WHEREAS**, currently the City dispatches Tallahassee Police Officers and the Tallahassee Fire Department; the Sheriff's office currently dispatches Leon County Sheriff Deputies and Leon County Emergency Medical Services; and

**WHEREAS**, consolidating the dispatching of all law enforcement and emergency personnel is in the best interest of the health and safety of all Leon County and City of Tallahassee residents; and

**WHEREAS**, a consultant jointly hired by the City and County recommended that the dispatch functions for Fire and Emergency Medical Services be consolidated; and

**WHEREAS**, at the April 25, 2006 Board of County Commissioners meeting the Sheriff stated that the consolidated dispatch should include all emergency functions, inclusive of law enforcement; and

**WHEREAS**, on April 25, 2006, the County agreed to the creation of a joint dispatch operation; and

**WHEREAS**, on April 26, 2006, the City agreed to the creation of a joint dispatch operation; and

**WHEREAS**,

**NOW, THEREFORE**, in consideration of the following mutual promises, covenants, and representation set forth herein, the sufficiency of which is being acknowledged, the County, City, and the Sheriff hereby agree as follows:

I. Term. The Term of this Agreement shall commence on the date on which it has been executed by all parties, and shall end on \_\_\_\_\_, unless earlier terminated as provided herein or replaced by a formal Florida Statutes Chapter 163 Interlocal Agency Agreement.

II. Public Safety Communications Board (PSCB).

- A. The County, City, and Sheriff agree to establish the PSCB to oversee the implementation and operation of a consolidation dispatch center.
- B. The PSCB will consist of the County Administrator, the City Manager, the Sheriff, Chief of Police, Fire Chief and EMS Chief or their designee.
- C. In addition to any other responsibilities, the PSCB will replace the existing Management Oversight Committee (MOC) established per the July 23, 1999 Agreement regarding the 800 Mhz system.
- D. The PSCB will select a Chairman and Vice-Chairman.
- E. The PSCB will meet on a regular basis, but no less than every 60 days.

III. Director of Public Safety Communications.

- A. The County, City and Sheriff agree that, throughout the term of this agreement, a Director of Public Safety Communications will be responsible for the joint communications center and will meet all requirements of, and will perform all duties and obligations required of a public safety communications director under, applicable law.
- B. The PSCB will be responsible for the hiring of such a director and will ensure that at all times the Director is responsible for daily operations and supervision of all employees of the Public Safety Communications Center.
- C. The Director can be terminated by the PSCB as a whole or by any one of the following independently: County Administrator or City Manager or the Sheriff.

IV. Location. The County, City, and Sheriff agree that the location for the Public Safety Communication Center will be mutually agreed upon by all parties.

V. Implementation Plan

- A. The PSCB will be responsible for the development of an implementation plan.
- B. The PSCB will utilize a consultant in developing the implementation plan.
- C. The implementation plan may include, but not be limited to: personnel integration, technology integration, creation of a time line for integration, and the determination of financial needs.

VI. Subsequent Agreements. It is the intention of the City, County and Sheriff to, upon completion of this initial development work, execute a Florida Statute

Chapter 163 Interlocal Agency Agreement with a term of not less than \_\_\_\_\_ years.

IN WITNESS WHEREOF, the Parties hereto, through their duly authorized representative, have executed this Public Safety Communications Consolidation Agreement as of the date first written above.

LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
BILL PROCTOR, Chairman of  
the Board of County  
Commissioners

By: \_\_\_\_\_  
JOHN R. MARKS, III, Mayor  
of the City of Tallahassee

LARRY CAMPBELL, Leon  
County Sheriff

ATTESTED TO:  
By: \_\_\_\_\_  
ROBERT B. INZER, Clerk  
Leon County, Florida

ATTESTED TO:  
By: \_\_\_\_\_  
GARY HERNDON, City  
Treasurer - Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:  
By: \_\_\_\_\_  
HERBET W.A. THIELE, Esq.  
COUNTY ATTORNEY

APPROVED AS TO FORM:  
By: \_\_\_\_\_  
JAMES R. ENGLISH, Esq.  
CITY ATTORNEY

By: \_\_\_\_\_  
ALAN GRINER, Esq.  
SHERIFF ATTORNEY

CITY OF TALLHASSEE,  
FLORIDA

LEON COUNTY SHERIFF,  
FLORIDA  
By: \_\_\_\_\_

**Materials for the  
Technical Subcommittee's  
Report will be provided at the  
August 25<sup>th</sup> meeting**