



**GRINNELL PUBLIC SAFETY COMMITTEE MEETING
TUESDAY, SEPTEMBER 8, 2020 AT 5:30 P.M.
VIA ZOOM**

Join Zoom Meeting

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TENTATIVE AGENDA

ROLL CALL: White (Chair), Hueftle-Worley, Davis

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Update on Strategic Plan Initiative #4 and Action Plan: Consider hiring a third-party consultant to analyze current EMS Operations and create a long-term strategic plan.
2. Update on Strategic Plan Initiative #5 and Action Plan: County-wide 700-800 MHz digital radio system. County wide and interoperable communications in equal partnership with EMS agencies, fire departments, other cities, and the County. Development and implementation of new public safety communication system.

INQUIRIES:

ADJOURNMENT

**CONDUCT EMERGENCY MEDICAL SERVICE STUDY TO ANALYZE
CURRENT OPERATIONS AND CREATE A LONG-TERM PLAN TO IDENTIFY
METHODS TO IMPROVE SERVICE FOR THE GRINNELL AREA**

GOAL SETTING SESSION CITY OF GRINNELL- ACTION PLAN

This was identified as the 4th highest priority by the Mayor and City Council.

Project leader(s): City Councilmember Jim White and Mayor Dan Agnew
Staff Coordinator(s): City Manager Russ Behrens and Fire Chief Dan Sicard

Activity	Completion Date
Form Task Force to guide this process. Work with Task Force to establish scope of the project. For example, are we focusing efforts on the Grinnell EMS territory or larger geographic area? The membership of the Task Force may be influenced by the scope of the study and vice versa.	June 1, 2020
Develop a Request for Qualifications to solicit proposals regarding qualifications of consultants to perform this study. Identify at least three but no more than five consultants that we will invite to submit proposals.	August 1, 2020
Receive and review proposals. Task Force to make recommendation to the City Council ranking the consultants. City Council to consider proposals and presumably enter into a contract with the selected firm to perform the work.	October 1, 2020
Consultant to meet with Task Force to develop study guidelines, schedule, roles, expectations, strategies for public engagement, and expected outcomes. This will be done during the contract negotiation phase also.	November 1, 2020
Task Force and consultant work together to gather information, assemble alternatives, analyze options, garner feedback, and other necessary work to create analysis and draft a plan to build the optimal EMS system.	December 1, 2020 to August 1, 2021
Task Force to present final draft to Mayor and City Council	September 1, 2021
Phased implementation of the study recommendations.	January 2022 to January 2025
Study recommendations fully implemented.	February 2025

COUNTY-WIDE 700-800 MHz DIGITAL RADIO SYSTEM – COUNTY-WIDE
INTEROPERABLE COMMUNICATIONS

GOAL SETTING SESSION CITY OF GRINNELL- ACTION PLAN

This was identified as the 5TH highest priority by the Mayor and City Council.

Project leader(s): City Councilmember Jim White and Mayor Dan Agnew
Staff Coordinator(s): Fire Chief Dan Sicard and Police Chief Dennis Reilly

Activity	Completion Date
Chief Reilly and Chief Sicard will prepare a thorough summary of the current communication system in the county and strengths/weaknesses of this system. Their summary will explain the current funding system for county communications. Information will also be provided regarding specifics about possible improvements along with a budget. The purpose of this summary will be to inform those not familiar with the proposed system why it should be considered and what work has been done on this to date.	June 1, 2020
Determine what role the city of Grinnell should play in this process through communications with other fire departments, EMS providers, law enforcement partners, other cities, and county representatives. If necessary, make appointments to represent the city’s interests.	July 1, 2020
Engage in the process presumably guided by the County which involves all stakeholders to develop a new county-wide digital radio system.	August 1, 2020
All stakeholders review recommendations to install this new system. This recommendation will provide detail regarding equipment details, maintenance, effectiveness, funding, expenditures, and life cycle expectations.	December 1, 2020
New system is implemented.	July-December 2021