

Washington County Consolidated Communications Agency
TECHNICAL ADVISORY COMMITTEE
Meeting Minutes
Wednesday, January 14, 2025

Present	Capt. Ed Mastripolito, Beaverton PD Div. Chief Patrick Wineman, Forest Grove Fire Capt. Troy Maslen, Forest Grove PD Div. Chief Kylie Kelly, Hillsboro Fire CMD Brian Wilber, Hillsboro PD Dep. Chief Mike Leader, Hillsboro PD Capt. Corey Jentzsch, Sherwood PD CMD Brad Sitton, Tigard Police Brian Phillips, PSSTG, TVF&R Eric Kennedy, TVF&R CMD. John Crecelius, WCSO Lt. Jesse Baker, WCSO Christine Navarro, PSSTG, Hillsboro PD Kevin Kane, PSSTG, Hillsboro PD Becky Naugle, PSSTG, City of Beaverton Pat Brady, PSSTG, City of Hillsboro	Staff Present	Mark Buchholz, Exec. Director Jennifer Kilcoin, HR Manager Curtis Floyd, Radio Services Sup. Barbi Denman, Admin. Specialist Monique Roberts, Supervisor Christine Petty, Supervisor
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Call to Order The meeting was called to order at 10:00 am by Wineman.

Approval of Minutes Wilber motioned for approval of the November 12, 2025 meeting minutes. The motion was seconded by Mastripolito and approved unanimously.

Mastripolito – aye	Wineman – aye	Maslen – aye
Kelly – aye	Wilber – aye	Leader - aye
Jentzsch – aye	Sitton – aye	Philips - aye
Kennedy - aye	Crecelius – aye	Baker – aye
Navarro - aye	Kane – aye	Naugle – aye
Brady - aye		

**Additions/
Deletions** None

- Committee Reports**
- Police Users Group (Baker)**
- January 22, Skydio, WCSO drone supplier, is providing a demo on the new Interio drone. This drone is currently in production and is the endor choice of WCSO. All are welcome to attend the demo on January 22, at noon, at the WC training center.
 - Hillsboro canines are assigned districts. Beaverton and Washington County are expected to take calls and help out with patrol. New CAD code, “extdep”.
- Fire Users Group (Wineman)**
- New year is busy with Fire Defense Board (FDB).
 - Working with WCCCA on the creation of task force assignments, both within and outside of the area. Changing recommendations, especially on large wild fire events, when we

get called on by the county or state. Adjustments to this are being discussed. There are a number of updates, FUG needs to get to including MCI assignments, general cleanup on the recommendation side.

- Chief Greg Espinosa retired on December 31st.

PSSTG (Navarro)

- CAD update from WCCCA.
 - Sequel replication is changing. Going forward WCCCA will not store tables. All agencies will need to make provisions to retain their historical data.
- Elections were held for the Chair and Vice Chair positions.
 - Beck Naugle, from Beaverton, will be the new Chair.
 - Pat Brady, from Hillsboro, will be the new Vice Chair.
- TVFR spoke about GPS repeater use, to prevent AVL drift. Forest Grove had reached out for help. It was also suggested that Hillsboro may need this at their new station, if it becomes an issue.
- Nelson from Washington County asked if anyone was experiencing AVL loss after upgrading to Windows 11. Some Deputies are reporting the loss.
- WCCCA will be rolling out a new work order system in Q1. It will not have guest access. User's will need logins.

Wineman – As mentioned, repeaters have been purchased and received. The extra big version was ordered. It is supposed to have the reach 4-5 times greater than the old version. TVF&R has been using it out of one of their stations. Wineman hopes to have this installed over the next week or so and be able to provide feedback.

Old Business

System Status

Activity and Projects:

Radio (Floyd)

- Motorola projects completed. Quarterly and December patching.
- Reminder: June is full system upgrades. Notifications to be going out soon.
 - All agencies have been asked to create a notification in email addresses.
 - Radio addresses at your domain.
 - CAD talk notifications if you are Fire, CAD notifications at your domain.
 - Please have emails ready to be used beginning March 1st.
 - Please notify WCCCA when complete.
- Site Preventative Maintenance planned for January on Washington County side.
 - Motorola Tech's are hitting the lower sites first.
- FSA station alerting
 - Assisting TVF&R.
 - Station 9 for Hillsboro is online and fully updated.
- Microwave work – nothing major on the West side. East side has an outage between Whale Head and Oak Grove, gaining access today. Oak Grove had highway 224 closed.
- Member agency PMs, currently working on LOPD and LOCOM.
- Still working with WCSO on upgrades.
- CCSO has begun bringing in radios into WCCCA for their PMs.
- Canby Fire has also been updated.
- DVRs project:
 - Hillsboro Fire has been working on an install.

- Once Day Wireless is complete, we will move forward on that programming.

Facilities (Floyd)

- The two expansion tanks for Pinefarm's potable water system are scheduled to be replaced in January.
- Site maintenance – Roofing contractor started installing asphalt roofs on some of the WCCCA sites, as the weather allows.
- Site maintenance for January was completed.
- TDH, in the Mt. Hood area is having odd power issues. Working with the vendor to get the transfer switch upgraded.
- PMs on fleet vehicles was completed in December.

IT (Haines)

- December maintenance went smoothly, along with January.
- Continuing with development and testing the slack validation for CAD version 25.5.
 - On February 26, we are scheduled to upgrade the test system from 25.5 to Central Squares latest GA release, 25.10.
 - Working on development and testing. Thank you to Hillsboro and TVF&R for helping.
- Meetings have been set to discuss milestones related to CAD to have in production later this year.
- Two new individuals have been assigned to WCCCA from Central Square to help get through the transition.
- Making good progress over the last few weeks in regard to the new ticketing system.
 - Hoping to go live Q1 of 2026.
 - Agencies will not have direct access, they will need dedicated log-ons.

New Business

A. Approval of SOG's (Kilcoin)

1. 7 - Emergency Radio traffic Signal
2. 13 - Police Pursuits
3. 34 - Call for Service
4. 34 - Call for Service (Graph)
5. 47 - Location and Phone Verification
6. 56 - Cad Caution Notes

- Please see Page 13 in the packet for the detailed changes. Kilcoin and Petty provide an overview of the proposed changes.
- For SOG 56 – CAD Caution Notes, section A – need to add an additional edit that was missed to section A. In addition to the proposed change, would like to add: "Dispatchers are responsible for making field users aware of applicable caution notes either via radio or MDC message."

Crecilius motioned for approval of the Standard Operating Guidelines, as written, with the additional edits noted. The motion was seconded by Wilber and approved unanimously.

Mastripolito – aye
Kelly – aye
Jentzsch – aye
Kennedy - aye

Wineman– aye
Wilber – aye
Sitton – aye
Crecelius – aye

Maslen – aye
Leader - aye
Philips - aye
Baker – aye

Navarro - aye
Brady - aye

Kane – aye

Naugle – aye

Staffing

Staffing Report (Kilcoin)

- Three new Call Takers started last week.
- Five offers are out for March hiring group.
- Final interviews scheduled for next week.
- We currently have two AI components working at WCCCA.
 - Within the training department, AI is being used in the training of new call takers.
 - WCCCA has recently started using a different AI component in the hiring process.
- New Radio Technician started this week, back fill for a retirement at the end of February
- Facilities currently has someone in background.
- Regional CAD Coordinator position, the initial offer fell through. We are looking at the second candidate.

Good of the Order

Forest Grove hired five new employees in Q4 of 2025. Three of them are new FTE's from the City and two of them are backfills. This has allowed Forest Grove Fire to go to two-unit staffing. Providing service almost 24/7 coverage. Reducing the hours from Cornelius, Gaston and Banks helping out.

Next Meeting

The next TAC meeting is scheduled for Wednesday, February 11, 2026 at 10:00 am.

Adjournment

Chair Wineman adjourned the meeting at 10:25 am.