

## COMMUNICATIONS COMMITTEE

### Meeting 1/14/2010

#### Attendees:

Shae Watson  
MaryBeth Rudel  
Keith Kelley  
Bill Moss  
Russell Thrasher  
Russell VanBibber  
Lee House  
Robin Gage  
Victor Wells  
Beckie Cressionnie  
Bertha Evans  
Mike Sweat  
Norman Prewitt

#### Approval of 1/14/10 Minutes:

Motion to accept minutes as written was made by Robin Gage, seconded by Mike Sweat and supported by all members present.

#### Discussion Items:

- Satellite Phones:
  - ❖ The last of the 3Sat Phones have been ordered.
  - ❖ We will begin monthly testing of the Sat Phones during the Disaster Training
  
- WebEOC Update:
  - ❖ Disaster Training Tuesday – 4/7/10:
    - ✓ 28 people participated
  
  - ❖ NetWeb Project Update:
    - ✓ Creation of positions with specific rights and privileges:
      - 4 Administrators with full rights: Victor Wells (Team Lead); Russell Thrasher; Bill Moss; Ryan Durham
      - 4 Administrators with limited privileges: Mary Beth Rudel; Shae Watson; Russell VanBibber; Mark Mallory
        - These Administrators will aid the 4 Main Administrators during the time of an event
  
- ✓ Monthly Work Group Meetings:
  - These meetings will be conducted monthly, a couple of days prior to Disaster Training Tuesday's

- Purpose: Admins to discuss and plan items to be taught during Disaster Training Tuesdays
- ✓ New WebEOC Lay-out:
  - Victor has rebuilt the WebEOC screen to it list menu's and boards
  - The boards are listed under the menu choices that it best relates to and is associated with. This concept is based on the ICS Structure
- ✓ Training Opportunities:
  - Committee decided that Conference Calls would be more effective than going into the community.
  - Present the concept and give information about WebEOC during 30 minute presentations either before or after the COG Executive Board Meetings
  - Beginning targeting Emergency Managers first, then incorporate Fire and Law Enforcement
  - Suggestion: the 2<sup>nd</sup> Monday of each month we have Emergency Managers Monday to train our EM's
- ❖ COG Funding:
  - ✓ Budget: \$27,000 - \$43,000.00
    - 2 – Servers @ \$8,000.00
    - SAN or NAZ – Back-up Device Solution @ \$10,000.00
    - Pipes
    - Switch - @ \$2,600.00
  - ✓ Budget: \$25,000.00
    - Build a training website that would include:
      - Training Documents
      - Training Videos
      - Training Manuals
    - Possible domain name: trainwebeoctexas.info
    - FaceBook Page - create
- Server Location:
  - ❖ Suggestion:
    - ✚ Move the Primary servers back to Paris, for easier access – Russell lives only 3 miles from the location where the servers would be housed.
    - ✚ Leave the back-up servers in Texarkana at the COG

- ❖ WebEOC Administrators will come up with a name for those who need Admin rights to work in the NETMOC and those with IT experience within the IC Position
  - ❖ These are people who need Admin rights to reset passwords/unlock people – should be spread-out region wide
- COG Key/Equip Access:
- We will need to schedule a meeting at the COG to be issued keys for access to get to the servers, if ever needed.