



Dispatch Times

Letter from the Director

Welcome to the first edition of "Dispatch Times", our long over-due newsletter. I hope that all of you share my excitement and interest in this project and that it can be used to keep everyone informed on the many changes that we have ahead of us in the future. This newsletter will help promote and further recognize the great work that you do on a daily basis.

I encourage everyone to get involved so please provide us with articles, feedback and suggestions on how to utilize and improve our newsletter to better serve you and our "customers".

Thank you!
Mike



August 2014
Volume 1, Issue 1

Inside this issue:

Letter from the Director	1
Mark Your Calendar	1
Dispatcher Spotlight	2
Did you know?	3
New Building Update	4
Call of the Month	5
Monthly Dispatch Stats	5

MARCS in SCHOOLS SECURITY RADIO UPDATE

The MOU was signed by the Commissioners on July 15th which was the final stage in preparation of the radios going LIVE August 1st. The MOU includes 44 public school facilities, 2 dispatch centers, and numerous public safety agencies in Warren County. There is a document that lists all schools and facilities with these radios at every dispatch position in the yellow folder and in the ECOIC Manual at the supervisor's desk. Make sure you take the time to look over this. Schools will start testing the radios August 1st – September 7th. Make sure you are familiar with the *MARCS In Schools Emergency Radios* policy so you know how to handle the tests and activations.



Model STS 573077-0-1

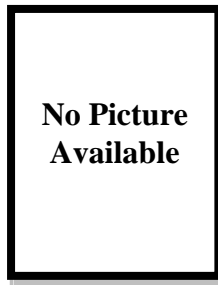
Mark Your Calendar!



- August 21 – Supervisors Meeting
- August 23 – Mason Heritage Fest

Dispatcher Spotlight

Previous Employees of the Month



January 2014
Tonya Shutts



February 2014
Jan Thomas



March 2014
Brian Holtel



April 2014
Bob Anson



May 2014
Josh Moyer



June 2014
Mike Wiggins

Birthdays

August 8th – Bob Anson
August 10th – Dennis Rutter
August 20th – Carmen Carson

Milestones

August 3rd – Sarah Robers
Celebrating 5 Years

Births

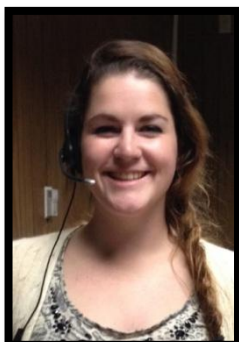
Khloe Elizabeth Robers
Born June 23 at 12:37
7lbs 11.8oz and 20 inches
Parents: Sarah and
Nick Robers

Welcome to Our New Call Takers!



Cassidy Gatio

Cassidy is 20 years old and lives in Maineville. She graduated from Little Miami High School, and after High school she took a year off and worked as a receptionist at a salon. During the time she worked at the salon she began attending The University of Cincinnati in Blue Ash, studying Psychology. She is engaged and hopes to get married in the fall of 2015. Her Fiancé and her are expecting their first child due in early December.



Allison Wagner

Allison is 21 years old from Bellbrook. She will be graduating soon from Sinclair Community College with an Associates Degree in Exercise, Sports and Nutrition Sciences. She is a certified lifeguard and swim instructor. She is passionate about improving the lives of everyone she encounters. She has 2 dogs and cares for 6 horses that she enjoys riding in her spare time, when she isn't working on her new house. She is thrilled to be beginning her career with Warren County and cannot wait to learn all she can about the community.

Did You Know??

Removing Warrants using OQ

Did you know that you can remove a warrant using OQ? It's actually pretty easy.

Here are the steps on how you do it:

- 1.) Run the SOC on the Warrant that the officer requesting the clear gives you.
- 2.) Confirm that the warrant is for the correct person and that it is the correct warrant (Make sure the person doesn't have another warrant through another Department that we dispatch for)
- 3.) Print the Warrant
- 4.) Find the OCA and LID

Number on the Warrant
5.) Using the Free Form on OQ type:
CWW.OH083013N.LID /<Warrant LID Number>.OCA/<Warrant OCA Number>
<F10>

- 6.) Confirm that the info on the Clear Screen is correct with the warrant you printed.
- 7.) Print 2 copies of the Clear Form
- 8.) Take those form and stamp them "Warrant File" with the stamp at the supervisor desk and write on the "Remove

- Per <officer requesting removal>
- 9.) Pull the warrant file from the correct cabinet using the OCA #
 - 10.) Pull off the Warrant Entry Form (The form you sign when checking a warrant entry)
 - 11.) Staple one copy of the Clear form to the Entry Form
 - 12.) Date and Sign the Entry form under "Removed By" Next to your initials put "Per <Officer requesting removal>
 - 13.) Have a 2nd person check the removal and sign the

- form
- 14.) Put the 2nd copy of the clear form in the correct departments folder behind the supervisor desk
 - 15.) Put the Stapled Entry/Clear sheet in the "LEADS CANCEL" folder in the bottom left drawer in the tan cabinets

If you have any questions on how to do this feel free to ask your supervisor or a CTO.

Caesar's Creek Campground - By Samantha Hall

Caesar's Creek Campground Check-In station is located in Chester Township Clinton Co at 9000 Center Rd. The property is covered by Caesar's Creek Park Rangers for Law Enforcement. Fire/EMS coverage is dependent upon the camp site location and is covered by either Massie Twp Fire/Ems or Chester Twp Fire/Ems. The campground has several loops listed as Loop A-F and each loop has multiple campsite numbers. This information can be found by typing RR..Loop. Under normal circumstances we would use address of 9000 Center Rd and list the campsite in the apt field but due to the fact that 9000 Center Rd only shows Clinton Co Fire/EMS coverage each individual campsite is now in CAD as an address to pull the appropriate Fire/Ems department. If a caller advises they are at Caesar's Creek Campground Loop F Campsite 222 in CAD you type the following for the address 222 Loop F this shows Massie Twp Fire/Ems. If the caller advises they are at Loop C Campsite 75 you type 75 Loop C which shows Chester Twp Fire/Ems.



Quick Reminder

Just a quick reminder when filling out your Overtime forms. Make sure you are listing the full reason for the overtime on both the request to pick up and the overtime approval form. For example, REASON: Bill Thompson – V and Tom Combs – C. You do not need to include those who are regularly scheduled off on those days. Also make sure that all forms, Request for Leave, Advanced Overtime Form, and Request for Overtime, are filled out completely and turned into a supervisor in a timely manor so they can be processed. You should receive an email or copy of your form from your supervisor once the form has been processed. If you have any questions on how to fill out these forms or if you didn't receive confirmation that it was processed contact your Supervisor.

Update on the New Building

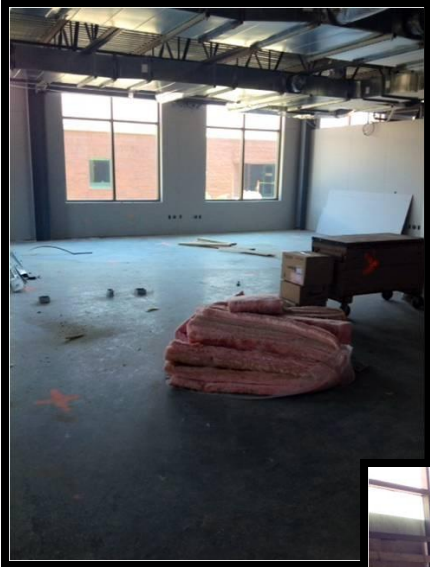


New Building

Southwest Corner of New Building



Looking Into Comm Center From Door near Lunch Room



Comm Center

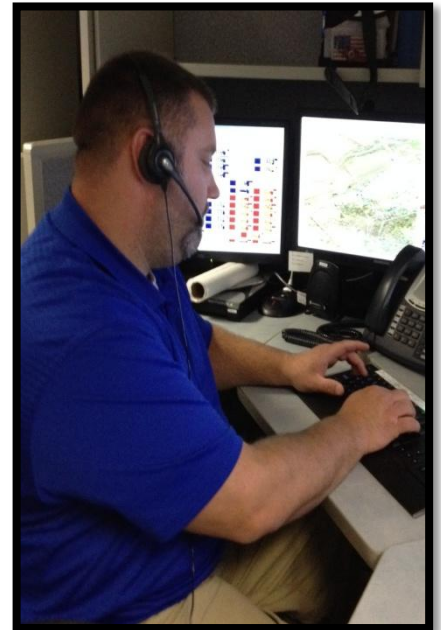


Lunch Room

Call of the Month

Police Pursuit June 28th

On June 28th at around 19:45 Butler County issued a BOLO for a vehicle theft that had occurred in West Chester Township involving a silver revolver. At 20:00 WCSO Deputy Billmaier called out that he was in pursuit of the vehicle on I-75 northbound from the 40 mile marker. Occupied by 2 black males, the vehicle reached speeds of nearly 90 mph. Only 2 minutes into the pursuit, a State Trooper from the Montgomery County Post joined the pursuit as the vehicle continued northbound on I-75. The suspects tried to exit the highway at the Dryden Road Exit where the vehicle crashed and the driver fled on foot. Deputy Billmaier chased the suspect for a short time on foot before advising dispatch that he had “commandeered a CSX vehicle.” With the aid of his new transportation, Deputy Billmaier was able to capture the suspect who was later transported to the Warren County Jail. The passenger was taken to Miami Valley Hospital and treated before he was also taken into custody. All dispatchers and officers worked seamlessly together until the incident was brought to a successful conclusion! Great teamwork!



June Monthly Dispatch Stats

	Total	First Shift	Second Shift	Third Shift
Took the Most Calls	8,454	Doug – 260	Tonya – 676	Tramel – 427
Most Status Changes	51,249	Doug – 2,364	Tonya – 2,906	Keith – 3,041
Total Call Counts	8,454	1,411	3,601	3,442
Busiest Day	Friday 6/6			
Busiest Time of Day	16:00-17:00			

Warren County Emergency Services

500 Justice Dr
Lebanon, OH 45036
(513) 695-1315

Check out our website:

<http://www.co.warren.oh.us/emergencyservices>