

This is an EMS only version of a memo originally issued by Ed Tremblay, Fire Coordinator & Deputy Director, O.E.S. to all Fire and EMS agencies. It has been tailored to address the specific concerns of EMS agencies dispatched by the Saratoga County Sheriff's Communications Center:

To: Saratoga County EMS Agencies Dispatched by the County

RE: Back up dispatch system

Date: June 23, 2004

As most of you know, the Office of Emergency Services has been working toward putting in a fully redundant back dispatch system. The project is nearly complete, and will soon be ready to tie in.

During the tie in project, it will be necessary for radio communications to be off for approximately twenty minutes. In order to achieve this, we have scheduled the tie in on Tuesday July 6, 2004 at 7:00 pm. During this period it will be necessary for ALL stations to have crews standing by in station to receive calls by phone, by the alternate radio at communications, or to dispatch themselves from their station. Note that the present "alternate radio" has limited reach does not cover the entire County.

The plan is as follows:

Crews should be in station by 18:30. Each agency should notify the County Communications Center that their station is staffed or that they will assume their own dispatching, providing a phone number for notification should a call come through.

Any agency not checked in with communications by 18:45 will be toned out to report to station for a stand by detail. Arriving personnel should check in as described above.

Should any situations occur resulting in the cancellation of this project, it will be rescheduled for Tuesday July 13th. Notification will be in the form of a radio announcement by communications and will be made as soon as possible.

Any questions and/or problems with this project or to make arrangements using alternate dispatching sources should be directed to Ed Tremblay at 885-2232.

Thank you for your cooperation in this matter.