

Special Meeting Minutes
Spokane Regional Emergency Communications
November 15, 2018

1. Call to Order and Roll Call

Chief Bryan Collins called the meeting to order at 7:30 a.m. The following Board members were in attendance:

Board Members

Chief Bryan Collins (Chair) – Spokane Valley Fire Department
Chief Brian Schaeffer – Spokane Fire Department
Ozzie Knezovich – Spokane County Sheriff's Office (via phone)
Chief Mark Werner – Spokane Valley Police Department (via phone)
Chief Cody Rohrbach – Spokane County Fire District 3
Theresa Sanders – City of Spokane
Gerry Gemmill – Spokane County

Staff

Steve Reinke, SREC Executive Director
Jeff Tower, SREC Human Resources Director (on-loan from SCSO)

Auxiliary Partners/Guests

Ariane Schmidt, Regional Project Manager
Lt. Shawn Kendall, Spokane Police Dispatch
Jay Atwood, Spokane Fire Dispatch
Lori Markham, Spokane Fire Dispatch
Bryce Leming, Spokane Fire Dispatch
Amy McCormick, Spokane County 911 (via phone)
Kirstin Davis, Spokane County 911
Cherell Yates, Spokane County 911
Brad Kane, Spokane Fire Dispatch
Randy Langford, SRECS

2. Action Items

A. Review and Approve Minutes from the November 1, 2018 Special Meeting.

Theresa Sanders motioned to approve the minutes from the November 1, 2018 Special Meeting. Gerry Gemmill seconded. All were in favor. Motion carried.

B. WCIA Resolution Reflecting SREC's Name Change

Steve Reinke said the interlocal agreement reflecting SREC's name change was included in the Board packet. Brian Schaeffer moved to approve the interlocal agreement. Chief Cody Rohrbach seconded. All were in favor. Motion carried.

3. Discussion/Possible Action Items

A. On-line Reporting (CopLogic)

Bryce Leming said the cost for 2 years would be about \$100,000 and includes implementation. The ongoing costs would be \$3,100 a month. Steve Reinke said there could be savings in personnel costs over time. Steve Reinke said because CopLogic is a Crime Check function, funding could be funded by the 1/10th regardless of the City's intent to integrate. Chief Collins said a benefit of CopLogic is different agencies can customize features to best fit their needs. Ariane Schmidt recommended that Incident Base Reporting (IBR) be a factor for building features. A link to the CopLogic demo will be sent to Board members in order to see what the

interface with the public looks like. Steve Reinke reiterated there is a check off process before the report is finalized to ensure IBR compliance. Cody Rohrbach reminded the Board this was an item included on the 1/10th priority list. The Board approved moving forward to develop an agreement with CopLogic for costs and services for consideration at an upcoming meeting.

B. Facility Improvements

i. Stantec Electrical and Mechanical System Upgrades:

Steve Reinke asked how the costs should be allocated. Theresa Sanders said they should follow the existing model established a few years ago when the project was first initiated. Steve Reinke clarified the question was who will pay for the engineering study. Chief Schaeffer said CCB reserves funds were created for these items and should be utilized first. Once the study is completed and the CCB reserve funds are used, the rest can then be funded by the agencies according to the established model. SREC will oversee the project going forward. Jay Atwood said that there are enough funds in the CCB reserves to cover the engineering study and possibly the fire suppression system. Steve Reinke will develop an agreement with Stantec to engineer the necessary upgrades. Staff will confirm available funding sources and will make a recommendation for the Board to consider at an upcoming meeting.

ii. Equipment Room Fire Suppression:

Steve Reinke said the estimate for the new system is around \$200,000, which includes engineering costs. The Board directed staff to identify a service provider and to move forward with the project. Staff will confirm available funding sources and will make a recommendation for the Board to consider at an upcoming meeting.

4. Executive Director Update

A. Budget Forecasts

Steve Reinke said the Finance Committee met last week and presented a preliminary start-up organizational chart to the Board. He explained it was based on SREC's budgeted staffing model at start-up and it would be a 2-3 year process to have fully trained personnel in the identified positions. There was discussion on the need for more personnel to handle the activity on the SPD's north channel. Lt. Shawn Kendall said he had been supplying data asking for an increase in personnel for the last couple years, but funding has not been available, and the additional personnel are needed regardless of integration. Theresa Sanders explained without integration there would not be funding for additional personnel.

Steve Reinke said Thurston County plans to approach the State Legislature to ask to raise the ceiling on the 1/10th of 1% sales tax for emergency communications to 2/10th of 1%. Brian Schaeffer said Steve Reinke represents SREC and should establish relationships with the Legislature, and the Board concurred he should make contact with the Senate Majority Leader to introduce the issue.

B. CAD Integration

Steve Reinke said a Tyler demonstration was scheduled for 0900-1200 on November 27th for fire service personnel. Arianne Schmidt said the demonstration is

supposed to look as close as it can to how it will work for us. Steve Reinke said the Tyler conference in Spokane started yesterday and concludes today, and he was able to attend a portion. He said he liked the direction the company is taking with regard to helping customers maximize the potential of their software, and to keep systems up to date. Bryan Collins encouraged fire service agencies and their staffs to attend the demonstration.

C. Logo Project

Kirstin Davis said the deadline is Monday, November 19th and the committee will review the submissions that afternoon.

D. Deputy Director of Technical Services Recruitment

Steve Reinke said there are 19 applicants and the recruitment closes on Monday the 19th. Interviews are scheduled for Dec 3rd from 1100-1700. Steve Reinke explained the interviews will consist of a technical panel including two communications engineers as well as someone from the County and City. The administrative panel will include Sheriff Knezovich, Jay Atwood and another Board member.

E. Task List and Timeline

Steve Reinke presented a task list showing which tasks have been completed and what is pending.

5. Open/Public Comment

Steve Reinke congratulated Spokane County 911 for achieving APCO Project 33 Training Program recertification.

6. Next Meeting

The next Special Board meeting is scheduled for December 6, 2018 at 7:30 am.

7. Adjourn

The Special Meeting adjourned at 8:12 am.

Signatures:



Board Member
Governing Board



Board Member
Governing Board