

Regular Meeting Minutes
Spokane Regional Emergency Communications Governing Board
September 19, 2019

1. Call to Order and Roll Call 7:30 a.m.

Gerry Gemmill called the meeting to order at 7:33 a.m. The following Board members were in attendance:

Board Members

Sheriff Ozzie Knezovich – Spokane County Sheriff's Office
Assistant Chief Shawn Arold – Spokane Valley Fire Department
Randy Johnson – Spokane County Fire District 4 (via phone)
Chief Mark Werner – Spokane Valley Police Department
Gerry Gemmill – Spokane County

Staff

Lori Markham, Executive Director
Tim Henry, Finance Manager
Bob Schwent, Technical Services Manager
Brad Kane, Fire Operations Manager
Dave Heglin, Law Dispatch Manager
Cherell Yates, Office Manager
Megan Schneider, HR Analyst

Auxiliary Partners / Guests

Assistant Chief Howard Johnson, Spokane County Fire District 4
Undersheriff Dave Ellis, Spokane county Sheriff's Office
Lt. Al Arnzen, Spokane Police Dispatch
Tonya Wallace, Spokane County (via phone)
Laura McAloon, McAloon Law Offices

2. Action Items

- a. Minutes from the August 15, 2019 Regular Meeting
Ozzie Knezovich motioned to approve the minutes from the August 15, 2019 regular meeting. Mark Werner seconded. All were in favor. Motion carried.
- b. Minutes from the August 29, 2019 Special Meeting
Ozzie Knezovich motioned to approve the minutes from August 29, 2019 special meeting. Mark Werner seconded. All were in favor. Motion carried.
- c. Minutes from the September 5, 2019 Regular Meeting
Ozzie Knezovich motioned to approve the minutes from the September 5, 2019 regular meeting. Mark Werner seconded. All were in favor. Motion carried.
- d. Minutes from the September 13, 2019 Special Meeting
Ozzie Knezovich motioned to approve the minutes from the September 13, 2019 special meeting. Mark Werner seconded. All were in favor. Motion carried.
- e. 2020 Budget
Tim Henry explained the significant change from the previous version is the 2019 user fees are being applied as the Board directed at the last meeting. Lori Markham asked the Board to approve the 2020 Budget as presented. Ozzie Knezovich asked why there is a negative between revenues and expenditures, creating the need to use reserves.

Tonya Wallace explained the negative is to fund the capital expenses. Gerry Gemmill reminded the Board the start-up expenses will be higher the first year. Ozzie Knezovich motioned to approve the 2020 budget. Mark Werner seconded. All were in favor. Motion carried.

f. 2019-9 to Appoint Claims Agent

Lori Markham explained the Resolution is to name her as the claims agent and rescind Resolution 2018-1 naming Steve Reinke as the claims agent. Ozzie Knezovich motioned to approve Resolution 2019-9. Mark Werner seconded. All were in favor. Motion carried.

g. Dark Fiber

Bob Schwent explained that there currently is only one fiber connection between the Combined Communications Building (CCB) and the Back-Up Center (BUC) and a seconded is needed for survivability and redundancy. Ozzie Knezovich stated having only one fiber connection creates is a single point of failure. Ozzie Knezovich moved to approve the dark fiber service order. Mark Werner seconded. All were in favor. Motion carried.

h. Vision

Lori Markham explained the vision statement was presented at the August 29, 2019 special meeting and included in the Board packet. Lori Markham asked the Board for approval. Ozzie Knezovich motioned to approve the vision statement as presented. Mark Werner seconded. All were in favor. Motion carried.

3. Staff Reports

a. Operations

Lori Markham explained Amy McCormick resigned and her last day is Friday, September 20, 2019. Lori Markham stated the position would not be filled, but rather the current 911 Supervisory team will take on those roles and responsibilities, and they are looking forward to the opportunity. Lori Markham added that a trainee in 911 resigned and three conditional job offers have been made. The newly hired Report Technicians have been training at the BUC and have one more week of training, then can assist with report taking.

b. Technical

Bob Schwent explained staff is wrapping up maintenance projects. Code plug updates are being completed for Fire and Law Enforcement updates are scheduled for October. Repairs on Hoodoo mountain have begun. Bob Schwent stated he is continuing work to complete County radio inventory and getting inventory ready to input into Incode.

c. Finance

Tim Henry explained the finance team is engaged in Incode training. Accounting processes are moving forward.

d. Human Resources

Lori Markham introduced Megan Schneider, the new Human Resources Analyst. Her main responsibility will be benefits and new hire processes.

e. Administration

No further updates.

4. Open/Public Comment

No public comment.

5. Closed Meeting to Discuss Matters Related to Collective Bargaining

a. As allowed by RCW 42.30.140 (4)(a)

No closed meeting was held.

6. Adjourn

The meeting adjourned at 7:45 a.m.

The next Regular Governing Board meeting is scheduled for October 3, 2019 at 7:30 a.m.



Board Member
Governing Board



Board Member
Governing Board