

Regular Meeting Minutes
Spokane Regional Emergency Communications Governing Board
September 16, 2021

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

Sheriff Ozzie Knezovich called the meeting to order at 7:33 a.m. The following Board members were in attendance:

Board Members – via Zoom

Sheriff Ozzie Knezovich Spokane County Sheriff's Office (Vice Chair)
Deputy Chief Shawn Arold – Spokane Valley Fire Department
Chief Randy Johnson – Spokane County Fire District 4
Chief Cody Rohrbach – Spokane County Fire District 3
Chief Brad Richmond – Airway Heights Police Department
Chief Dave Ellis – Spokane Valley Police Department
Scott Simmons – Spokane County

Staff – via Zoom

Lori Markham, Executive Director
Kim Arredondo, Deputy Director
Jeff Tower, Human Resources Manager
Tim Henry, Finance Manager
Bob Schwent, Technical Services Manager
Brad Kane, Dispatch Operations Manager
Jon Adams, Training Manager
Patrick Erickson, Communication and Media Manager
Cherell Yates, Office Manager
Jenni Folden, Finance Analyst
Megan Schneider, HR Analyst

Auxiliary Partners / Guests – via Zoom

Lt. Alan Arnzen, SPD
Laura McAloon, McAloon Law Offices
Chief Brian Schaeffer, City of Spokane
Chief Lonnie Rash, SCFD 8

2. Consent Agenda

Dave Ellis motioned to approve the minutes from the September 15, 2021 regular meeting. Brad Richmond seconded. All were in favor. Motion carried.

3. Action Items

a. SREC Policy 104-1 POL, SREC Membership

Lori Markham explained the membership policy was reviewed by the SREC Board and was presented to the Board of County Commissioners in July. The BoCC had no issues or concerns with the policy. Scott Simmons reiterated the BoCC had no additional comments and supported the SREC Board moving forward. Dave Ellis motioned to approve SREC Membership Policy 104-1. Brad Richmond seconded. All were in favor. Motion carried.

b. SREC Policy 200-3 POL, 1/10th Prioritization

Lori Markham explained the 1/10th prioritization policy was brought to the Board last month, seeking to edit item #4 and update language to remove funding for a BUC, and replace with language stating funding will be for a new communications facility that will accommodate all SREC's employees, operations, radio shop, CAD/RMS needs and

future growth. Lori read the updated language. Ozzie Knezovich agreed with the updated language, supporting growth for SREC. Brad Richmond made a motion to approve the updated language for item #4 in SREC Policy 200-3 POL. Scott Simmons seconded. All were in favor. Motion carried.

4. New Business

a. Resolution 2021-5

Bob Schwent stated SREC received a request from South Pend Oreille Fire and Rescue and Stevens County Fire Protection #1, for radios to better support interoperability. Bob stated he would like to use some of the surplus radios SREC would normally send to auction. Additionally, SREC will be donating the radios only and not providing any technical support for them. Providing partnering and neighboring agencies with the radios will aid in interoperability capabilities and response. Scott Simmons explained the finance committee has already reviewed the request and accompanying resolution and supports donating the surplus radios to these agencies. In the spirit of transparency and use of public funds, Scott stated the finance committee wanted to present the resolution to the Board for approval. Randy Johnson motioned to approve Resolution 2021-05. Shawn Arold seconded. All were in favor. Motion carried.

b. SREC 2022 Budget and Capital Improvement Plan – DRAFT

Tim Henry explained the finance committee has been reviewing the draft budget through the process and it was included in the Board packet; this will be the first look for the SREC Board. Lori Markham added if there are no concerns or changes, the budget will be brought to the next Board meeting for approval. Tim went through the draft budget and pointed out the 2022 budget includes four new FTE's (Communications Officers) and included the already approved addition of the QA/Training Communications Supervisor. The 2022 budget includes a \$1M contribution to reserves funds. The total 2022 budget for SREC amounts to \$24,362,738. Tim reiterated, regarding partner agency fees, the Board approved rate model establishes that direct and indirect cost of dispatching services is initially split 60% to law enforcement dispatch, and 40% to fire dispatch services. This amount is then apportioned to each participating agency based on the number of incidents. Looking forward at the six-year capital improvement plan, Tim explained the finance committee is beginning to look at those projections closely and considering recommendations in anticipation of those upcoming costs in roughly 2024 and 2025.

Scott Simmons explained the finance committee has reviewed the budget over the last four committee meetings with some very robust dialogue and review. Ozzie Knezovich asked for further clarification on the proposed 2024/2025 item for CAD replacement. Lori furthered the intent is to look at a more universal CAD system which works for both Fire and Law users. In discussions with the City of Spokane it would be a shared cost across agencies. Ozzie asked if there have been any budget projections in regards to upcoming discussions regarding HB 1155 and possible 1/10th fund appropriation. Lori stated there is no impact at this time and the finance team has developed a couple scenarios and projections in anticipation of possible budget impacts. Scott stated he plans to connect with the City of Spokane in the next week or so and will copy Ozzie on that email to be a part of those discussions surrounding HB 1155. Lori asked the Board to send any feedback regarding the budget to Tim and herself.

5. Old Business

a. CCB Remodel

Lori Markham explained the plans were included in the Board packet. The intent is to have SREC Fire and Law dispatch groups together in one area, located next door to 911. A major challenge with the current CCB is the lack of space as SREC is growing in

operations and administrative staff. There is no specific timeline yet, SREC will be meeting with ADCOMM and Evans Consoles next week to discuss power usage needs. Dave Ellis recommended to keep in mind the development of the Rig 9 real time crime center and incorporating more video feeds from various centers, to possibly have a video wall incorporated into SREC's new plans.

b. Tyler CAD Upgrade

No update at this time.

c. CopLogic Update

Kim Arredondo stated Liberty Lake is slated to go live on October 25, 2021. There have been no major issues with the agencies going live except a supplemental issue with the City of Spokane, which has now been resolved. Lori stated that hopefully with the addition of SPD it will help to alleviate some of the call volume.

6. Staff Reports

a. Operations

Kim Arredondo stated three 911 employees moved to Law dispatch last month, one supervisor and 2 communication officers. 911 has reached a critical staffing level due to employees leaving for personal reasons, teachers, COVID, etc. Employees from Fire and Law dispatch who are trained in 911 call receiving are supplementing and helping out. There are currently five new employees in training and three will be released to the floor in the next couple weeks. The next academy is slated for November 2, 2021. Kim explained she will be meeting with the LCAB group next week and will be discussing possibilities to reduce the call volume and interview times in the center.

b. Technical

Bob Schwent stated IT and radio are now fully staffed. In August, there was a fire in Stevens County and burned up to and around the Scoop Mountain tower site. Bob explained there was no damage to the site itself and that is due to the continued maintenance of the radio shop personnel. The microwave upgrade has been completed and the GeoPrime redundant site project will be finished up next month. Bob is currently working on the aircraft radio replacement which was approved in the 2021 budget. The project will have to go out to bid as it is a significant cost. Reprogramming for SPD is finishing up.

The pilot project with Motorola, Command Central Aware, is getting started. Bob reminded the group it is no cost to the agency, and may work well with bringing cameras/videos in, incorporating FirstNet and LTE, as well as managing radio assets easier. Lori has reviewed the proposal and Bob was able to negotiate some prices on items for agreeing to be a part of the project; it is a good partnership with Motorola.

Cody Rohrbach asked for an update on the SRMA3 tone timeline. Bob stated the radios were switched back to dual tone for fire season so there would not be any issues or impacts to response. Once fire season is over they will switch back to the single tone and Bob will circle back with Whitman County to get those reprogrammed and completed this winter.

c. Finance

Tim Henry congratulated Jenni on a job well done, SREC is now able to print its own checks and not rely on the County for that service. Tim stated with the aircraft radio purchase this will be the first time SREC is going through the bid process as previous purchases have been made through sole source. The finance team continues to work on refining reporting to the finance committee and SREC Board.

d. Human Resources

Jeff Tower stated HR is currently working on payroll, negotiation preparations and final benefit numbers for open enrollment in November. Negotiations with the bargaining unit begin next week.

e. Administration

Lori Markham explained everything had already been addressed.

7. Open/Public Comment

No public comment.

8. Closed Meeting to Discuss Matters with Legal Counsel Related to Potential Litigation

As allowed by RCW 42.30.110 (1)(i)

No closed meeting.

Closed Meeting to Discuss Matters Related to Collective Bargaining

As allowed by RCW 42.30.140 (4)(a)

Moved to closed meeting at 8:19, estimated 10 minutes.

At 8:27 the Board estimated an additional 5 minutes.

At 8:32 the Board estimated an additional 5 minutes.

At 8:37 the Board estimated an additional 3 minutes.

The regular meeting reconvened at 8:42. No action was taken.

9. Adjourn

The meeting adjourned at 8:42 a.m.

The next Regular Governing Board meeting is scheduled for October 21, 2021 at 7:30 a.m.

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Bryan Collins

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Board Member
Governing Board

DocuSigned by:

Anzlie Knezovich

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Board Member
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