

Regular Meeting Minutes  
Spokane Regional Emergency Communications Governing Board  
February 17, 2022

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

Sheriff Ozzie Knezovich called the meeting to order at 7:36 a.m. The following Board members were in attendance:

Board Members – via Zoom

Sheriff Ozzie Knezovich – Spokane County Sheriff's Office (Chair)  
Chief Cody Rohrbach – Spokane County Fire District 3 (Vice Chair)  
Chief Frank Soto, Jr. – Spokane Valley Fire Department  
Assistant Chief Howard Johnson – Spokane County Fire District 4  
Chief Dave Ellis – Spokane Valley Police Department  
Scott Simmons – Spokane County  
Gayne Sears – Citizen Representative

Staff – via Zoom

Lori Markham, Executive Director  
Jeff Tower, Human Resources Manager  
Tim Henry, Finance Manager  
Bob Schwent, Technical Services Manager  
Brad Kane, Dispatch Operations Manager  
Heather Thompson, 911 Operations Manager  
Jon Adams, Training Manager  
Patrick Erickson, Communication and Media Manager  
Cherell Yates, Office Manager  
Jenni Folden, Finance Analyst

Auxiliary Partners / Guests – via Zoom

Laura McAloon, McAloon Law Offices  
Chief Lonnie Rash, SCFD 8  
Chief Brian Schaffer, SFD  
Sherri Bush, ADCOMM  
Dari Reddy, ADCOMM

**2. Consent Agenda**

Ozzie Knezovich motioned to approve the minutes from the January 20, 2022 regular meeting. Howard Johnson seconded. All were in favor. Motion carried.

**3. Action Items**

a. Union Contracts

Jeff Tower explained both union contracts had been voted on and approved by its members. The contracts were included in the Board Packet along with a one page summary. Ozzie Knezovich motioned to approve the agreement between Spokane Regional Emergency Communications (SREC) and Local 1553-ES of the Washington State Council of County and City Employees, Council 2, AFSCME, AFL-CIO January 1, 2022 – December 31, 2024. Cody Rohrbach seconded. All were in favor motion carried.

Howard Johnson motioned to approve the agreement between Spokane Regional Emergency Communications (SREC) and Local 1553-EC of the Washington State Council of County and City Employees, Council 2, AFSCME, AFL-CIO January 1, 2022 – December 31, 2024. Cody Rohrbach seconded. All were in favor motion carried. Cody thanked Jeff and the SREC team for all their hard work on the contracts and providing the summary page.

#### 4. New Business

No new business.

#### 5. Old Business

##### a. ADCOMM Update

Lori Markham reminded the Board ADCOMM Engineering was evaluating the feasibility of building a new Communications Building in Airway Heights alongside the new Sheriff's Training Center that is being constructed. ADCOMM determined the site to be a feasible one and the next step was to research the wants and needs of a new facility and present what those requirements would entail. Sherri Bush and Dari Reddy, with ADCOMM, presented a slide show summarizing their findings. Sherri explained the first step was to assess the facility requirements with building design. The next step included an all hazards assessment of the current facility and those potential to the new facility. Sherri included a detailed site location map and its proximity to highways, resources, facilities, etc. The presentation included an on-site plot sketch of the new facility location. Sherri explained the different options with regards to adjacent buildings, radio shop building, etc. Sherri continued with the what the space requirements would be to accommodate such a facility as well as considerations and risks to keep in mind when designing the facility. The presentation concluded with a breakdown of estimated costs for building construction. Sherri explained the next steps if the Board decided to move forward and continue with the project. A detailed report of these findings will be provided to the SREC Board next month.

Dave Ellis explained he is serving as the lead for the Sheriff's Training Facility project and supports this endeavor; he wanted to make sure ADCOMM was aware Spokane International Airport is planning on adding a runway in roughly 10 years. Sherri stated they will research that and ensure it is included in their report. Dave asked that as the project moves forward ADCOMM meet with Clark Nexsen, who is the design team for the Sheriff's facility, to ensure everyone is on the same page with including room to grow, and building to the air force security standards. Dave added the Sheriff's Department is also purchasing some of the adjoining parcel through the County. Lori stated a more detailed report will be available at the next Board meeting.

##### b. HB1155 Update

Ozzie Knezovich explained there is still no further update as the City has postponed the meeting once again and has been rescheduled to next week.

#### 6. Staff Reports

##### a. Operations

Brad Kane stated out of the one hundred and five positions budgeted for, seventy-seven are working the floor. There are eight people in training and five of those are sitting with CTO's, the other three are still in classroom training. There are three new hires slated for the next academy which is scheduled for next week. There is another academy scheduled for March 15<sup>th</sup> and May 3<sup>rd</sup> for 911 and a report technician academy scheduled for March 15<sup>th</sup>. Brad provided an update to the Board on the 'hands-to-chest' program metrics for 2021 (time it takes the call receiver to identify that CPR is needed, have the caller position the patient and get hands to chest to begin CPR); the average at

the start of the year was sixty-seven seconds and decreased to fifty-seven seconds by the end of 2021. The American Heart Association (AHA) standard is one hundred and twenty seconds. Brad explained the dispatch remodel is on schedule and the dispatchers will be back at the CCB at the end of the month. Brad thanked Fire District 9 for all their help and support while the dispatchers have been at the BUC.

Heather Wood explained the report call back time is back to less than 24 hours. There was a small hiccup when the City of Spokane decided to pause their online reporting for roughly nine days, which pushed the call back time to roughly three days during that time-period. The increase in workload and call back time during those nine days reflects that online reporting is working and reduces workload for report technicians and call receivers. Dave Ellis stated he received feedback that callers were pushed to do their reports online and he wanted to make sure that callers still had the option to complete a report on the phone with a call receiver. Heather explained callers are not pushed to do an online report, but are rather given the online reporting as an option. Ozzie Knezovich stated he received the same feedback from Spokane Valley City Council. Heather stated that should not be the case and she would follow up with staff.

b. Technical

Bob Schwent stated fire programming for the year has been completed. The transfer and programming of the surplus radios to Corrections has been completed. SREC has received the first of the aircraft radios and is now currently working to find an installation facility. Bob stated he continues to work on policies regarding inbuilding radio coverage as the topic is being pushed more now by the Fire Marshall. Bob continued that the Scott Bluetooth capable mask in-shop testing has been completed and in field testing with Cheney FD is in progress. The in-shop testing with the MSA masks is completed and field testing will begin with the Spokane Valley Fire Department. Bob will begin asking agencies how many masks they have and Bluetooth will be anticipated; a certain number is already a part of the replacement plan, outside of that the cost will be the responsibility of the individual agencies.

c. Finance

Tim Henry stated 2021 has been closed out and the year-end report was included in the Board packet. Tim went through the narrative and reports. Capital outlays came in under budget as some capital projects were pushed into 2022. Tim stated the Board will need to direct how to allocate the available balance, i.e. new CAD system, new facility, etc. The finance committee will be looking at and updating the 6 year CIP and bring recommendations to the Board.

Tim thanked Jenni Folden on her work getting payroll done, with the approval of the Union contracts there were many items that needed to be inputted and accounted for. Cody Rohrbach thanked the finance teams work and suggested reviewing the adopted funding priorities to see if they need updating. Ozzie Knezovich reminded the Board the budget looks healthy now but the future is unclear with items such as HB1155, capacity on the Northside, and renewal of the 1/10<sup>th</sup> tax, etc.

d. Human Resources

Jeff Tower explained there were no further updates.

e. Administration

Lori Markham stated the remodel completion is on track and the dispatchers will be returning to the CCB on Monday, February 28<sup>th</sup>. Lori invited the Board members to come visit the facility and see the remodel. There will hopefully be a video available soon of the process of the remodel.

Lori explained there are a couple subcommittees written in the SREC by-laws that need to be put together; one is a radio technology subcommittee and the other is an HR negotiations subcommittee. Lori asked the Board to start considering these subcommittee as she will be asking for participation on these subcommittees next month.

Lori stated an Evans change order for the remodel was included in the Board packet for informational purposes. There was an additional charge of \$10,500 for the sound barrier wall.

Lori asked the Board if they would like to move the regular monthly meetings to a hybrid version, or remain online only still. The majority of the Board preferred moving to a hybrid option.

**7. Open/Public Comment**

No open/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)

No closed meeting.

**9. Adjourn**

The meeting adjourned at 8:34 a.m.

The next Regular Governing Board meeting is scheduled for March 17, 2022 at 7:30 a.m.

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Board Member  
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