

Regular Meeting Minutes
Spokane Regional Emergency Communications Governing Board
July 21, 2022

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

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

Board Members

Undersheriff Michael Kittilstved – Spokane County Sheriff's Office
Chief Brad Richmond – Airway Heights Police Department
Chief Dave Ellis – Spokane Valley Police Department
Assistant Chief Howard Johnson – Spokane County Fire District 4
Scott Simmons – Spokane County
Gayne Sears – Citizen Representative

Staff

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
Cherell Yates, Office Manager
Jenni Folden, Finance Analyst
Megan Schneider, HR Analyst

Auxiliary Partners / Guests

Laura McAloon, McAloon Law Offices
Chief Lonnie Rash, SCFD 8
Major Eric Olsen, SPD

2. Consent Agenda

Brad Richmond motioned to approve the minutes from the May 19, 2022 regular meeting. Howard Johnson seconded. All were in favor. Motion carried.

3. Action Items

a. CVSD Collocation Request

Bob Schwent stated there is a request from the Central Valley School District (CVSD) to collocate at the Antoine Peak radio site. This would have no impact to SREC operationally, but would help improve communications with the school district. Brad Richmond explained the radio subcommittee recommends allowing CVSD to collocate and it would be a great partnership with the school district and the community. Scott Simmons asked if this would then be something SREC contemplates for other school districts if the request comes up. Bob stated if it can be accommodated, then yes, and it is something that has been worked out with other districts on the radio system; CVSD just happens to have their own radio system. Bob added that if it is another government agency request we should consider it, but if it is a commercial request that is something completely different. Requests will be brought to the radio subcommittee for consideration. Gayne Sears asked if it would be a rent free collocation and if so to ensure that other school districts, etc. get the same deal. Scott recommended a policy be written regarding collocation requests, and parameters considered in evaluating those requests. Bob will have a draft for review at the next Board meeting. Brad

Richmond motioned to approve the collocation request from CVSD. Dave Ellis seconded. All were in favor. Motion carried.

4. New Business

a. Q2 Budget Report

Scott Simmons thanked the SREC team for putting the narrative and report together. Scott went through the report; revenues are performing well year-to-date. Sales tax continues to outperform as seen across all sectors which should continue through 2022. There are hints of a recession and the County is preparing for a decline in tax revenue for 2023, something to watch, but revenues are still strong, 10% above the first half of 2021. Expenses are under budget to date, largely due to vacancies and timing of capital projects. Gayne Sears asked why the interest earnings were down quite a bit. Scott clarified these are all with the County Treasurer's Pool and follows that yield, and is consistent with the other agencies within the pool. The interest started trending down at the end of last year, beginning of this year, but expect to see the yields rise as interest rates rise.

b. Legal

Laura McAloon explained she is relocating out of State and will no longer be providing services to SREC as of September 1, 2022. Laura explained she will be providing Lori Markham with a few suggestions for replacement legal counsel and she will be available for a short term to assist with the transition. Lori thanked Laura for all her hard work and help with the startup process and that she will be missed greatly. Laura replied that it was an honor to help SREC and that she is very impressed with Lori and her leadership team.

c. SFD Meeting

Lori Markham explained there was a meeting with Spokane City Administration and Spokane Fire Department (SFD) Administration to discuss having SFD become a member of SREC. Spokane City Administration has been having discussions with the union (Local 29) and has included the topic in their contract, which was approved. Those discussions will continue on the City side, looking at a start date of January 1, 2023. There will be other things that need to happen before that can take place, including being approved by City Council. Lori explained that this was strictly with SFD.

5. Old Business

a. New Facility Update

Lori Markham reminded the group that the recommendation of the Board back in May was to bring the ADCOMM Engineering study to the operation groups for their input. Lori had not received any concerns and next steps will be to send a letter to the Board of County Commissioners (BoCC) requesting approval to be a part of the build at the location in Airway Heights and the new Sheriff's Training Facility. Lori added that the hope would be to partner with who the County is already using. Dave Ellis stated Clark Nexsen is the design company and Walker is the construction company and requested ADCOMM reach out and solidify prices, details, shared spaces, etc.

b. HB1155 Update

Scott Simmons reminded the Board that the County and City have both provided different methodologies regarding the 1/10th apportionment. The County recommended the apportionment be based on population and the City requested the apportionment be based on sales tax origination. Scott explained population based would equal roughly 43% and sales tax origination roughly 48%. Scott added that a couple letters have been exchanged between the City and County and the County is holding firm on population based apportionment. Scott clarified HB1155 was effective July 25, 2021 and gave one

year to negotiate an ILA, with the possibility of a 90-day extension. Scott sent a letter to the City suggesting the 90-day extension be triggered and that the ILA needs to address the amount owed to SREC from the July 25, 2021 date to the date of the agreement. Scott added the letter also outlined some expenses the County pays for directly out of the 1/10th funds, cell tower leases, etc. Scott is expecting another letter from City Administration in the next few days.

c. CAD Update

Lori Markham stated the kickoff started last week with the consultant group. It was two days of gathering information with representation from both law and fire groups which was very helpful in getting a good idea on what is necessary and what is needed. The consultants walked away with twenty plus pages of notes which they will sort through and determine the key items to include in the RFP. Conversations will continue over the next few months. Michael Kittilstved stated he was able to attend part of the kickoff and his impression of the consultants were that they had a lot of practical experience, they asked the right questions, and were very engaged. Howard Johnson echoed Michael's comments and knows with the twenty plus pages of notes and knowing the fire side is working well, paired with the issues the law side is having, that the group definitely has their work cut out for them. Michael reiterated that it was good for law and fire to hear each other's perspectives and how they use the CAD system; it would be nice for everyone to be on the same system with one map, and see where everyone is at on a call.

6. Staff Reports

a. Operations

Kim Arredondo stated that hiring continues. There are eight in training in 911; four of them are in the classroom, two will be ready to be on the floor in their probationary phase this week or next, and two are midway through their training. There are three trainees in law dispatch; one is about ready to be signed off and can cover a shift, starting a hybrid shift, the other two are about to enter the second phase of their training. A new academy is slated to start August 2nd with three new hires and there are currently two report technician vacancies.

b. Technical

Bob Schwent stated work continues on implementing the new work order system. A bid went out for the helicopter radio installation, but no written bids were received, so it will be reopened. Bob explained there continues to be supply chain issues, the 250 microphones for the radio and portable radio batteries are due in November. Michael Kittilstved asked if new portable radios were being ordered. Bob replied they are budgeted for and the first order went to fire for the Bluetooth capabilities, those radios came without the microphones and batteries, as they are on backorder. The budget included additional radios and some have been purchased for law.

c. Finance

Tim Henry explained his team continues to work on requests from the County Auditor's Office in order for them to complete their filing. The team is working on the 2023 budget and planning for the various scenarios that could take place at the beginning of the year. Lori Markham clarified that SFD has until the end of August to let SREC know if they will be joining SREC.

d. Human Resources

Jeff Tower stated there were four new hires in June and three more are slated for August. July was the kickoff month for the employer sponsored student loan program and there are twenty-six employees who were interested.

e. Administration

Lori Markham stated that after last month's Board meeting SREC did send a letter to the Spokane Police Department (SPD) regarding the change in service. They asked for an extension, SREC granted a two-week extension from July 15th to July 29th. Lori explained Chief Meidl has since requested some information which has been provided.

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)

Moved to closed meeting at 8:08 a.m., estimated ten minutes.

At 8:19 a.m. the Board estimated an additional 10 minutes.

The regular meeting reconvened at 8:32. No action was taken.

9. Adjourn

The meeting adjourned at 8:33 a.m.

The next Regular Governing Board meeting is scheduled for August 18, 2022 at 7:30 a.m.



Board Member
Governing Board



Board Member
Governing Board