



Governing Board Regular Meeting

1620 North Rebecca Street

Spokane, Washington 99217

February 20, 2025 at 0800 hours

AGENDA

*****This meeting will be offered in person and online*****

Meeting ID: 881 8066 3611

Passcode: 180186

(253) 215 8782

Any member of the public shall have the right to provide oral comment to the SREC Governing Board during the Open/Public Comment portion of the meeting. Those wishing to speak at that time need to sign up on the sheet posted outside the SREC Executive Conference Room, or in the chat session, once signed in remotely to the meeting. A maximum time not more than three (3) minutes shall be allowed for each speaker.

Agenda items may be added to the agenda or taken out of sequence.

- 1. Call to Order**
- 2. Consent Agenda**
 - a. Minutes from the January 16, 2025 Regular Meeting
- 3. Action Items**
 - a. GIS Licensing for CAD – Dusty Patrick
 - b. Critical Insight Annual Maintenance – Dusty Patrick
 - c. Priority Dispatch Renewal – Kim Arredondo
- 4. New Business**
 - a. Q4 and End of Year Report – Scott Simmons -
<https://infogram.com/1prdmrl1ryk93ghgvkzjr9gg6amyywm5gq?live>
- 5. Old Business**
 - a. City of Spokane – Cody Rohrbach
 - b. CAD Update – Brandon Childs
 - c. Facility Update – Lori Markham
- 6. Staff Reports**
 - a. Operations – Kim Arredondo
 - i. Operations Report -
<https://infogram.com/1p90n9g3jvw91na7lvp373wm75f3m0rg1em?live>
 - b. Technical – Dusty Patrick
 - c. Finance – Tim Henry
 - d. Human Resources – Jeff Tower
 - e. Administration – Lori Markham
- 7. Open/Public Comment**
 - a. Speakers sign-in onsite and are allowed 3 minutes each to address the Board
- 8. Executive Session**
- 9. Adjourn**

Spokane Regional Emergency Communications gets the right resources to the right location with an uncompromising focus on responder and citizen safety.

Regular Meeting Minutes
Spokane Regional Emergency Communications Governing Board
January 16, 2025

1. Call to Order and Roll Call

Chief Cody Rohrbach called the meeting to order at 8:00 a.m. The following Board members were in attendance:

Board Members

Chief Cody Rohrbach – Spokane County Fire District 3 (Chair)
Chief Brad Richmond – Airway Heights Police Department (Vice Chair)
Undersheriff Michael Kittilstved – Spokane County Sheriff's Department
Assistant Chief Sean Walter – Spokane Valley Police Department
Assistant Chief Tom Williams – Spokane Fire Department
Chief Frank Soto, Jr. – Spokane Valley Fire Department
Assistant Chief Howard Johnson – Spokane County Fire District 4
Scott Simmons – Spokane County
Maggie Yates – City of Spokane
Gayne Sears – Citizen Representative

Staff

Lori Markham, Executive Director
Kim Arredondo, Deputy Director
Dusty Patrick, Technical Services Director
Brandon Childs, Project Manager
Tim Henry, Finance Manager
Jeff Tower, HR Manager

Auxiliary Partners

Brian Werst, WBM
Jeff Galloway, WBM
Lonnie Rash, SCFD 8

2. Consent Agenda

John Nowels motioned to approve the minutes from the December 19, 2024, regular meeting. Dave Ellis seconded. All were in favor. Motion carried.

3. Action Items

a. New Facility Design Build Recommendation

Lonnie Rash presented the building subcommittee's recommendation to enter the validation phase for the progressive design build for the new facility with Bouten/ALSC. Scott Simmons motioned to approve the recommendation and enter into the validation phase with Bouten/ALSC. John Nowels seconded. All were in favor. Maggie Yates and Tom Williams abstained. Motion carried.

b. City of Spokane Update

Cody Rohrbach summarized the following since the last Board meeting:

- December 17, 2024, received letter from the City of Spokane to join the regional CAD system.
- SREC transition team responded back that clarification was needed; are they joining CAD as a regional partner or a separate entity? Included a January 10, 2025, deadline and desire to see their dispatch costs.

- City responded on January 10, 2025, asking why the accelerated timeline on CAD system, new facility and phone system and asked to remain status quo for 2025 with the City joining the new CAD system.
- On January 10, 2025, House Bill 1258 was filed with the House of Representatives for the apportionment of 911 tax dollars to the City of Spokane.

Each Board member spoke to their perspectives most were in agreement that the last response from the City and the introduction of the house bill and its new language around call volume is a sign of bad faith and the City has no intentions of joining the regional system and this cannot continue status quo. Frank Soto motioned to have the SREC Board make a recommendation to the BoCC that the City of Spokane separate from SREC and become their own PSAP by January 1, 2026. John Nowels seconded. There was continued discussion. Cody Rohrbach, Brad Richmond, Scott Simmons, John Nowels, Dave Ellis, Frank Soto and Howard Johnson were in favor. Maggie Yates and Tom Willimas were opposed. Motion carried.

Frank Soto made a motion to have the SREC Board recommend to the BoCC to that the City of Spokane's City Administrator and Fire Chief positions be removed from the SREC Governing Board as soon as feasible. John Nowels seconded with discussion. The discussion surrounded the intent behind 'as soon as feasible', is that when SREC is no longer providing services to the City of Spokane? There was also discussion that the Board's is willing to apportion tax dollars fairly, but the way the current house bill is written as based on call volume, it is not equitable. Cody Rohrbach restated the motion. Frank Soto said 'aye', the rest of the Board was opposed. Motion does not carry.

Cody Rohrbach stated that there still needs to be a response back to the City of Spokane from their January 10th email. Cody stated that previous action has empowered the Executive team to respond to the City and asked if that was still the intent of the Board. The group agreed. Cody summarized the action items are to send a recommendation to the BoCC that reflects the first motion and respond to the City's January 10th email.

The group agreed to also revisit the motion to remove the City positions from the SREC Board as the process moves further along and the City works towards standing up their own PSAP.

4. New Business

No new business.

5. Old Business

a. CAD Update

Brandon Childs explained core workshops have wrapped up and next month will begin the mobile build workshop. Dusty Patrick will be taking over the CAD project. Go live still projected for October 2025. Maggie Yates clarified the City of Spokane will still be joining the new CAD system.

b. Facility Update

Lori Markham updated the Board that the building did close at the end of 2024 and SREC is in possession of the keys. There will be a couple open houses for employees in the next few weeks. If you'd like a tour of the building let Lori know. Scott Simmons explained the design build process and validation phase.

6. Staff Reports

a. Operations

Kim Arredondo presented the operations report. There was a substantial increase in crime check reports which is hopefully correlated to the public education being pushed out. ACE accreditation paperwork has been submitted. Next academy is scheduled for January 27, 2025. The CAD group is working on QR codes for these reports for member agencies to share out to their Boards.

b. Technical

Dusty Patrick explained the radio shop has completed installing the second helicopter radio.

c. Finance

Tim Henry explained work continues on closing out 2024 and setting up 2025.

d. Human Resources

Jeff Tower stated as of December 27, 2024, the new facility is insured. WCIA quarterly meeting is scheduled for tomorrow. Negotiations continue, two groups are voting in the next week and the supervisors group voted down their contract.

e. Administration

Lori Markham stated focus remains on the new facility and the City of Spokane.

7. Open/Public Comment

Scott Tschirgi presented his statement, see attached.

Lonnie Rash stated he understands the Board's decision today and asked that as operational transitions are assigned to be mindful as there are operational issues needed to be addressed when discussing auto and mutual aid which does impact citizens. This is a request and reminder to engage those agencies when having operational changes relative to the radio systems and continuity of operations.

8. Executive Session

No executive session.

9. Adjourn

Adjourned at 9:10 a.m.

The next Regular Governing Board meeting is scheduled for, February 20, 2025, at 8:00 a.m.

Board Member
Governing Board

Board Member
Governing Board



Quotation # Q-539956

Date: January 22, 2025

Customer # 626257 Contract #

Spokane Regional Emergency
Communications
1620 N Rebecca St
Spokane, WA 99217-7200

ATTENTION: Joseph Sacco
PHONE: 509-532-8937
EMAIL: joe.sacco@srec911.org

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: OAMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 1/22/2025 To: 4/22/2025

Material	Qty	Unit Price	Total
160513	3	\$22,900.00	\$68,700.00
ArcGIS GIS Server Standard Up to Four Cores Perpetual License			
160509	3	\$11,500.00	\$34,500.00
ArcGIS Network Analyst for ArcGIS GIS Server Standard Up to Four Cores Perpetual License			

Subtotal:	\$103,200.00
Sales Tax:	\$9,288.00
Estimated Shipping and Handling (2 Day Delivery):	\$0.00
Contract Price Adjust:	\$0.00
Total:	\$112,488.00

The following items are optional items listed for your convenience.
These items are not included in the totals of this quotation.

Material	Qty	Unit Price	Total
161369	3	\$5,725.00	\$17,175.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Heather Glock	Email: hglock@esri.com	Phone: 909-793-2853 x8948
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The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.



Quotation # Q-539956

Date: January 22, 2025

Customer # 626257 Contract #

Spokane Regional Emergency
Communications
1620 N Rebecca St
Spokane, WA 99217-7200

ATTENTION: Joseph Sacco
PHONE: 509-532-8937
EMAIL: joe.sacco@srec911.org

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: OAMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 1/22/2025 To: 4/22/2025

Material	Qty	Unit Price	Total
ArcGIS GIS Server Standard Up to Four Cores Maintenance			
161366	3	\$2,875.00	\$8,625.00
ArcGIS Network Analyst for ArcGIS GIS Server Standard Up to Four Cores Maintenance			

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*To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 1/22/2025 To: 4/22/2025*

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax Esri the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

BY SIGNING BELOW, YOU CONFIRM THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION, AND YOU ARE AUTHORIZING ESRI TO ISSUE AN INVOICE FOR THE ITEMS INCLUDED IN THE ABOVE QUOTE IN THE AMOUNT OF \$_____, PLUS SALES TAXES IF APPLICABLE. DO NOT USE THIS FORM IF YOUR ORGANIZATION WILL NOT HONOR AND PAY ESRI'S INVOICE WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt, please contact me if exempt information is not currently on file with Esri.

Signature of Authorized Representative

Date

Name (Please Print)

Title

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Invoice INV-134010

Invoice Date 1/30/2025
Due Date 3/1/2025
Terms Net 30
Customer PO Number 00098
Sales Order #SO-58809

Quote Number 75255



Accounts Payable
Spokane Regional Emergency Communications
1121 W Garnder Ave
Spokane WA 99201
United States

SHIP TO
Attn: Cherell Yates PO: 00098
Spokane Regional Emergency Communications
1620 N Rebecca St.
Bldg F
Spokane WA 99217
United States

TOTAL AMOUNT DUE
\$61,121.00

Critical Insight - MDR SaaS Solution

LINE	PART NUMBER	DESCRIPTION	PRICE	QTY	EXTENDED
1	CI-MDR	Managed Detection and Response: Critical Insight's 24x7 Security Operations Center <i>Notes: Year 3</i>	\$116.88	120	\$14,025.60
2	CI-P-ONPREM	MDR for On-Prem: Critical Insight performs MDR Services <i>Notes: Year 3</i>	\$11,688.31	1	\$11,688.31
3	CI-P: 1U	1U Collector(s): To monitor On-Prem environments - CI will provide and manage collector(s) for the duration of the service. <i>Notes: Year 3</i>	\$5,844.16	2	\$11,688.32
4	CI-CVI	Continuous Vulnerability Identification Service: <i>Notes: Year 3</i>	\$2,922.08	1	\$2,922.08
5	CI-CVI-Node	CVI Nodes: Through connection to the CI Collector, vulnerability data, historical trends and graphical displays <i>Notes: Year 3</i>	\$4,500.00	1	\$4,500.00
6	CI-P-ENDPOINT	MDR for Endpoint: Critical Insight performs MDR Services for supported pre-approved endpoint environments. <i>Notes: Year 3</i>	\$11,250.00	1	\$11,250.00

Invoice Summary

Subtotal	\$56,074.31
Tax (9%)	\$5,046.69
Total	\$61,121.00



INVOICE

Medical Priority Consultants, Inc.
 dba Priority Dispatch Corp
 110 S Regent St Ste 500, Salt Lake City, UT, 84111-1997, US
 Phone: (801) 363-9127 Fax: (801) 746-5879
 www.prioritydispatch.net
 accounting@prioritydispatch.net

Invoice Number	SIN389928
Invoice Date	12/01/2024
Agency ID	24581

Billing Address

Spokane Regional Emergency Communications
 1620 N Rebecca St
 Spokane, WA 99217-7200
 United States

Shipping Address

Spokane Regional Emergency
 Communications
 1620 N Rebecca St
 Spokane, WA 99217-7200
 United States

Customer Reference	Quote #	PO #	Invoice Currency	Due Date
	Q-69118		USD	12/31/2024

Product Name	Quantity	Total
Annual Training Voucher <i>Protocol Certifications, Re-certs, re-tests, contingency fee, Active Assailant, ED-Q Protocol Certification, ETC certifications, annual credit voucher.</i> 1/1/2025 - 12/31/2025	1	\$ 3,500.00
The One Plan Maintenance Package <i>The One Plan Maintenance Package System License Renewal, Services & Support</i> 1/1/2025 - 12/31/2025	1	\$ 52,500.00
IAED-College of Emergency Dispatch Annual Subscription <i>IAED-College of Emergency Dispatch Annual Subscription</i> 1/1/2025 - 12/31/2025	35	\$ 3,351.60
Priority Dispatch System Annual Maintenance (P) <i>Priority Dispatch System Annual Maintenance (P) License Renewal, Service & Support for ProQA, AQUA, Cardsets, Tech Support and Upgrades</i> 1/1/2025 - 12/31/2025	35	\$ 49,000.00
Net Total		\$ 52,500.00
Tax Total		\$ 4,410.00
Invoice Total		\$ 56,910.00

Payment Detail



INVOICE

Medical Priority Consultants, Inc.
dba Priority Dispatch Corp
110 S Regent St Ste 500, Salt Lake City, UT, 84111-1997, US
Phone: (801) 363-9127 Fax: (801) 746-5879
www.prioritydispatch.net
accounting@prioritydispatch.net

Invoice Number	SIN389928
Invoice Date	12/01/2024
Agency ID	24581

FEDERAL TAX ID# 87-0447422

Check payments:

Medical Priority Consultants, Inc. dba Priority Dispatch Corp.
P.O. Box 30847
Salt Lake City, UT, 84130-0847

Wire/ACH payments:

Medical Priority Consultants, Inc. dba Priority Dispatch Corp.
110 South Regent Street, Suite 500
Salt Lake City, Utah 84111

Account Number: 002226546
Routing Number: 124000054
Swift Code: ZFNBUS55
Bank Name: Zions First National Bank

Credit Card payments: please visit <https://payment.prioritydispatch.net>

- (a 3% fee will be added for all credit card charges over \$5K)

Remittance Email: finance@prioritydispatch.net

Questions or Corrections: accounting@prioritydispatch.net

**SREC Financial Sub-committee
Quarterly Report to the Board
4th Quarter 2024**



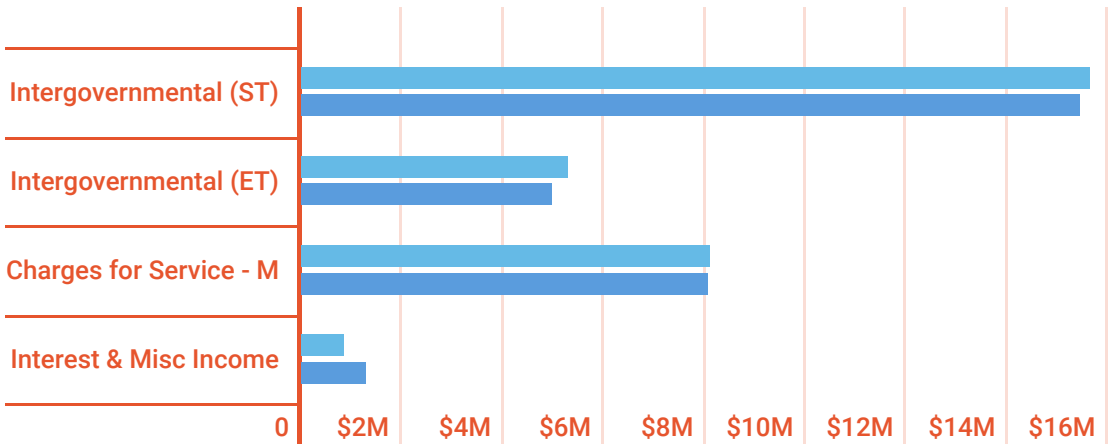
**SPOKANE REGIONAL
EMERGENCY
COMMUNICATIONS**

Financial Sub-committee

Chief Cody Rohrbach - Spokane County Fire District 3 (Chair)
Chief Brad Richmond - Airway Heights Police Department (Vice-chair)
Scott Simmons - Spokane County CEO (Executive Committee)
Lori Markham - Executive Director
Tessa Sheldon - Spokane County, Sr. Management & Budget Analyst (Designee)
Matt Boston - City of Spokane Finance Director

Overview--Revenue

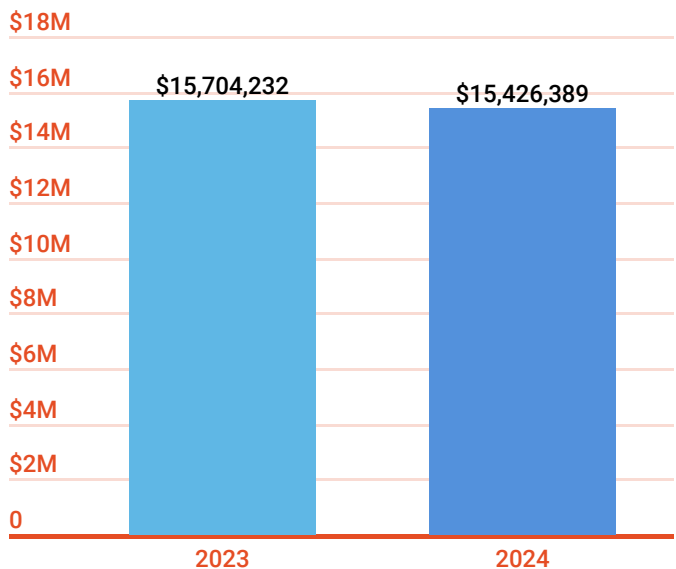
Total revenue collected through the fourth quarter of 2024 was \$29,717,977, falling short of the budgeted amount by less than 1% or \$128K. The Sales Tax revenue was under by \$219K, the Excise Tax revenue was under by \$307K, The Charges for Member Services revenue was under by \$35K, and the Interest & Miscellaneous revenue was over by \$434K.



● Budget ● Actual

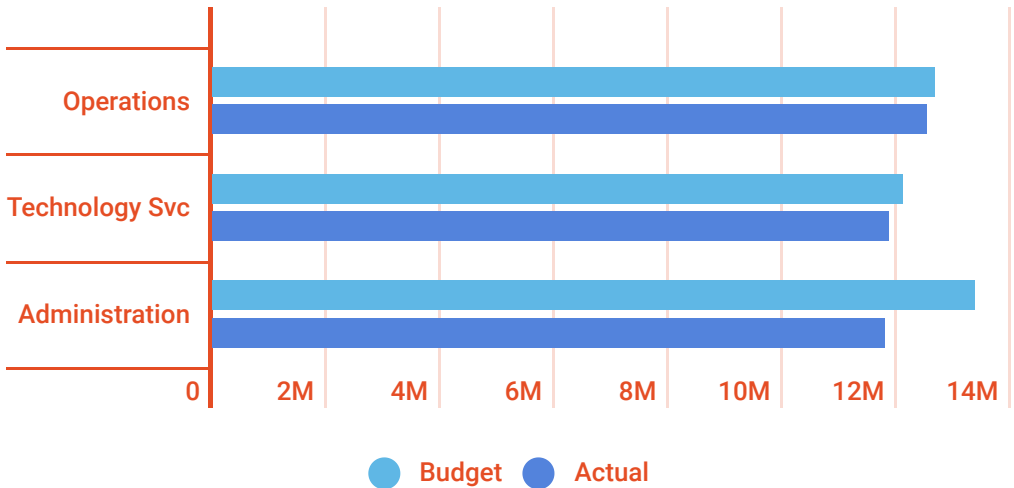
Intergovernmental Revenue from the Emergency Communications Sales Tax year over year comparison.

The total collected in 2024 is 1.8% less than collections during the same period last year.

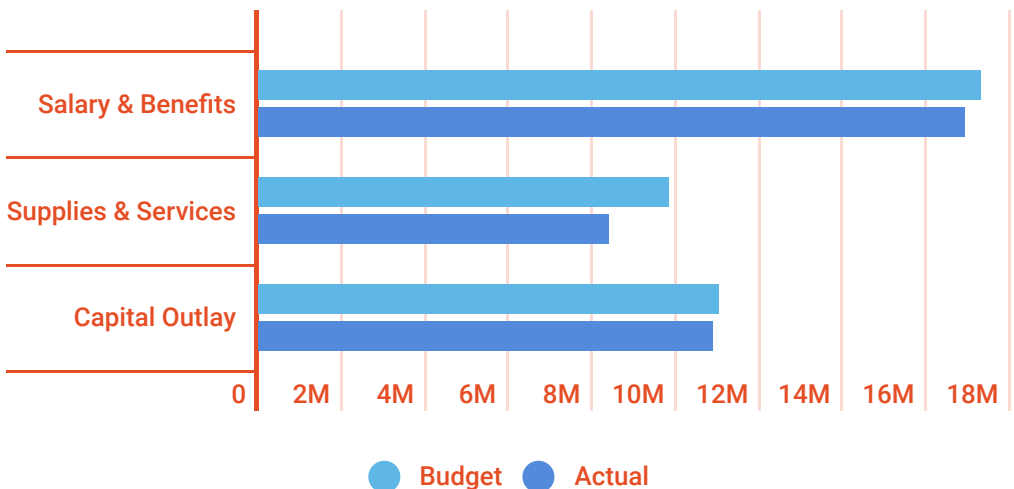


Overview--Expenses & Encumbrances

Expenses through 2024 were \$36,194,205 below the budget by about \$1.9 million at 5%. Encumbrances totaling \$1,518,570 have been carried into 2025



Salary & Benefits expenses in 2024 are under budget by 2%, Supplies and Services expenses and encumbrances are over the year-to-date budget by 15%, and Capital Outlay expenses and encumbrances are under the year-to-date budget by about 1%.



Summary Report



Spokane Regional Emergency Communications

Budget Report

Group Summary

For Fiscal: 2024 Period Ending: 12/31/2024

	Current Total Budget	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Revenue					
3300600 - Intergovernmental Revenue (ST)	15,645,703	15,426,389	-	(219,314)	-1.40%
3300800 - Intergovernmental Revenue (ET)	5,287,000	4,979,705	-	(307,295)	-5.81%
3425000 - Charges for Services Member Agency	8,088,202	8,052,848	-	(35,354)	-0.44%
3610000 - Interest Earnings	750,000	1,157,270	-	407,270	54.30%
3670000 - Miscellaneous Revenue	75,000	101,765	-	26,765	35.69%
Revenue Total:	29,845,905	29,717,977	-	(127,928)	-0.43%
Expense					
10 - Salaries and Wages	12,170,600	12,072,216	-	98,384	0.81%
20 - Personnel Benefits	5,130,089	4,838,544	-	291,545	5.68%
30 - Supplies	551,281	350,592	-	200,689	36.40%
40 - Services	9,281,531	7,973,328	-	1,308,203	14.09%
60 - Capital Outlays	10,992,000	10,889,494	-	102,506	0.93%
70 - Debt Service	-	70,031	-	(70,031)	0.00%
Expense Total:	38,125,501	36,194,205	-	1,931,296	5.07%
Report Surplus (Deficit):	(8,279,596)	(6,476,228)	-	1,803,368	-21.78%

Intergovernmental Revenue (ST) represents the 1/10th of 1% Sales Tax for Emergency Communications

Intergovernmental Revenue (ET) represents the Enhanced 911 Excise Tax

Charges for Services Member Agency represents the Agency Dispatch User fees

Ending Balance Summary

Beginning Balance	\$ 33,717,390
Total Revenues	29,717,977
Total Expenses	<u>(36,194,205)</u>
Ending Balance	<u>27,241,163</u>
Operating Reserve	(6,174,393)
Capital Expenditure Reserve - Building	(13,700,000)
Capital Expenditure Reserve - CAD	(1,250,000)
2024 Total Encumbrance into 2025	(1,518,570)
2025 Projected Fund Balance Use	<u>(1,922,569)</u>
Remaining Balance	<u>\$ 2,675,630</u>

Board Operations Report

February 20, 2025



911 & Crime Check Calls

18.87% of Crime Check calls became reports

Phone	911	Crime Check	Total
Year to Date	21,703	18,511	40,214
Prior YTD	23,517	18,246	41,763
+/-	-1,814	265	-1,549
% Difference	-7.71%	1.45%	-3.71%
Avg Wait Time YTD (in seconds)	11	18	

Dispatch Statistics

Law Dispatch is measured in "assists". Numbers reflect each call a dispatcher works for patrol. Fire Dispatch is measured in actual dispatches to the field.

Dispatch	Law	Fire
Year to Date	17,474	8,806
Prior YTD	16,791	9,406
+/-	683	-600
% Difference	4.07%	-6.38%

Crime Check Reports

Crime Check	Phone	Online	Total
Year to Date	3,493	502	3,995
Prior YTD	3,026	630	3,656
+/-	467	-128	10,515
% Difference	15.43%	-20.31%	9.27%

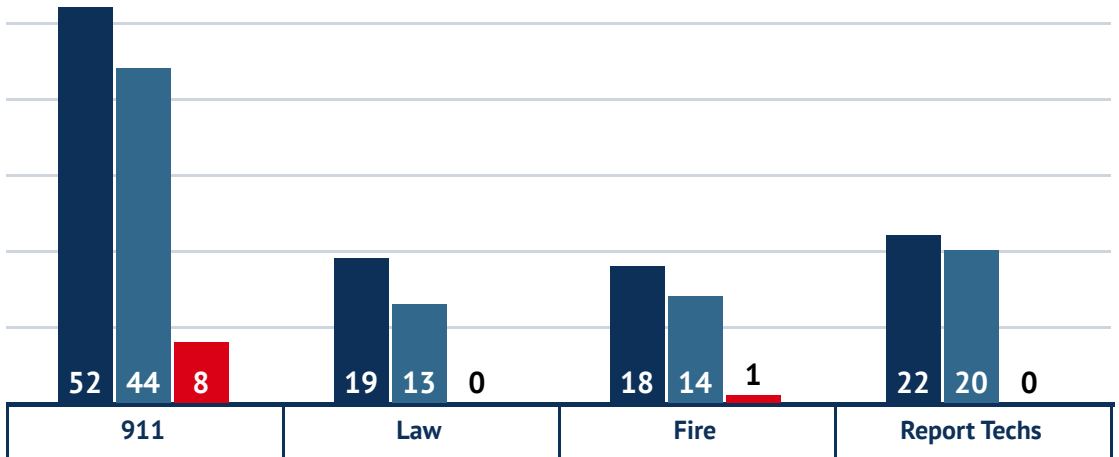
EMD Statistics

Time shown is in seconds. Time to queue is the recognition of medics call type code to completion of key questions. Hands on Chest time is represented from call received to start of instructions for bystander compressions. IAED standard is 120 seconds or less.

EMD	Hands on Chest	Time to Queue (Echo)
Last Month Average	67	30
YTD Average	67	30
Prior YTD Average	57	24
% Difference	17.54%	25%
Goal	120	60

Staffing Vacancies

● Budgeted ● Filled ● Training



10% total vacancies as of February 17, 2025



Next Academy: March 31, 2025