

# SNOHOMISH COUNTY EMERGENCY RADIO SYSTEM BOARD

## Regular Meeting

**April 2, 2015**

<b>SERS Governing Board in Attendance</b>	<input checked="" type="checkbox"/> Bob Colinas	Brier	<input checked="" type="checkbox"/> Jerry Smith	Mountlake Terrace
	<input type="checkbox"/> Michael Nelson	Edmonds	<input type="checkbox"/> Jennifer Gregerson	Mukilteo
	<input type="checkbox"/> Ray Stephanson	Everett	<input type="checkbox"/> Gary Haakenson	Snohomish County
	<input type="checkbox"/> Steven Jensen	Lynnwood	<input type="checkbox"/> Richard Schrock	SCFD #1
	<input checked="" type="checkbox"/> Jon Nehring	Marysville	<input checked="" type="checkbox"/> Dr. Kent Saltonstall	Woodway
	<input checked="" type="checkbox"/> Bob Crannell	Mill Creek		

	<input type="checkbox"/> Michael Catlett	Brier	<input type="checkbox"/> Rex Caldwell	Mukilteo
	<input checked="" type="checkbox"/> Al Compaan	Edmonds	<input checked="" type="checkbox"/> Brian Haseleu	Snohomish County
	<input type="checkbox"/> James Lawless	Edmonds	<input type="checkbox"/> Laura Caster	Snohomish County
	<input checked="" type="checkbox"/> Murray Gordon	Everett	<input type="checkbox"/> Ed Widdis	SCFD #1
	<input type="checkbox"/> Jim Lever	Everett	<input checked="" type="checkbox"/> Brad Reading	SCFD #1
	<input type="checkbox"/> Debra Bryant	Everett	<input type="checkbox"/> Mark Correira	SCFD #1
	<input type="checkbox"/> Van AuBuchon	Lynnwood	<input type="checkbox"/> Tom Howard	Woodway
	<input type="checkbox"/> Richard Smith	Marysville	<input type="checkbox"/> Tom Whitson	Woodway
	<input type="checkbox"/> Ken Neaville	Mill Creek	<input checked="" type="checkbox"/> Mark McDermott	SERS
	<input checked="" type="checkbox"/> Josh Roundy	Mill Creek	<input checked="" type="checkbox"/> Larry Kieling	SERS
	<input checked="" type="checkbox"/> Greg Wilson	Mountlake Terrace	<input checked="" type="checkbox"/> Eva Ammons	SERS

<b>Guests in Attendance</b>	Brad Cattle (Anderson Hunter)	Bryan Stanifer (Lynnwood)	
	Craig Boyd (SERS)	Joe Piksa (Motorola)	
	Phillip Kwon (Snohomish County)		
	Pet Caw (Mountlake Terrace)		
	Sky Fulton (SNOPAC/SNOCOM)		
	Mike Bard (Edmonds)		

AGENDA ITEMS	COMMENTS & DISCUSSION	ACTION/ FOLLOW- UP
<b>Call to Order / Roll Call</b>	Meeting called to order at 10:04 a.m. by Jon Nehring.	
<b>Introductions / Announcements</b>	Round Table introductions were made.	
<b>Public Comments</b>		
<b>Consent Items</b>	<p><b>1. Acceptance of Minutes from the February 5, 2015 SERS Board Meeting.</b></p> <p><b>2. Approval of SERS payroll, invoice and expense summaries for February in the amount of \$161,180.61 and March in the amount of \$154,424.56.</b></p> <p><b>Warrant Numbers: 1840770-72,184333,1843697,1843700,03,1844342,43,44,47,49,50,1845011,12,13,1845473,76,79,80,84,85,89,91,</b></p>	

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	<p><b>1847377,-93,1948706-26,28,29,32,34-40,1850672,73,76,1878733,5002424,5005062,64,5005277,31,35,5005302,15,25,27,29,5005409,20,5005517</b></p> <p><b><i>Brian Haseleu moved and Jerry Smith seconded a motion to approve the consent calendar including the Payroll and Expense Summary for February and March the Board minutes for February. The vote was unanimously in favor.</i></b></p>	<p><b>Consent Calendar and Board Minutes Approved.</b></p>
<p><b>Reports</b></p>	<p><u>SERS Director’s Report</u>: Mark reported that over the last several months the system has experienced a number of interference issues. The main source was found to be coming from an IP security camera affecting the Rucker Hill site which users would hear as static bursts. Also, an MP3 device found in a vehicle in downtown Everett that shut down the County’s Jail internal radio system causing the jail to go into lockdown. SERS staff was able to find located the source of the interference in 45 minutes. Staff has also found and shut down a total of 6 abandoned Nextel BDAs devices eliminating the major sources of interference. There continues to be other source of interference affecting the system, taking channels out of service, which is not noticed by system users. Mark, Craig and Adam recently attended an RF interference and Mitigation class offered by Electronic Technicians Association International. Staff is also looking into at obtaining additional test equipment to assist in finding sources of interference. Mark noted that the team continues to take a proactive approach to interference and so has been successful in resolving a number of issues. On April 28<sup>th</sup> the Puget Sound Emergency Radio Network (PSERN) initiative, to fund a replacement radio system, will go before King County voters. There has been very little media coverage, pro or con, regarding the measure.</p> <p><u>Rebanding Report</u>: Completion of infrastructure rebanding remains on hold until King County agencies to complete their work before moving forward. Motorola will be contacted later this month to schedule completion of the SERS system rebanding.</p> <p><u>Communications Center Reports</u>:</p> <ul style="list-style-type: none"> <li>▪ SNOCOM – No Report</li> <li>▪ SNOPAC – No Report</li> </ul> <p><u>PSTC Report</u>: No Report</p> <p><u>CAD/RMS Report</u>: Sky Fulton reported that there are 67 remaining until the New World Go-Live date.</p>	

AGENDA ITEMS	COMMENTS & DISCUSSION	ACTION/FOLLOW-UP
<p><b>Old Business</b></p>	<p><u>SERS Relocation Update:</u> Mark asked if any Members had remaining question related to the SERS relocation proposal as outlined on the white paper.</p> <p>Bob Colinas moved and Jerry Smith seconded motion to authorize the SERS relocation as outlined in the executive white paper titled SERS Relocation Executive Summary, approve the lease with Pacific Industrial Properties, subject to final approval by the SERS attorney, to ensure that the attorney’s changes have been incorporated in the final document, and to and allow up to \$30,000 in expenditures related to relocation costs. Bob thanked Mark for putting together the white paper and was happy to note that there will be a reduction in rental cost and as well as additional square footage in the new facility. Mark noted that the prime site equipment will remain installed at SNOPAC. Brian thanked Mark for putting together the white paper and noted that a number of Members took the opportunity to visit the current and proposed facility. Jon thanked the Board for ensuring their due diligence involving this issue.</p> <p>Brian Stanifer reported that Chief Jensen shared his approval of the plan. The vote was unanimously in favor.</p>	<p><b>Motion Approved</b></p>
<p><b>New Business</b></p>	<p><u>Administrative Services Agreement with Snohomish County:</u> Brian Haseleu reported that the agreement is the standard annual agreement with the County to provide payroll, purchasing and financial services and for inclusion in the County’s employee benefits program. The cost for services is the same as last year. The agreement has been reviewed by legal and the Budget Subcommittee with a recommendation for Board Approval.</p> <p>Brad Reading moved and Bob Colinas seconded a motion to approve the Snohomish County Administrative Services agreement. The vote was unanimously in favor.</p> <p><u>Pacific Industrial Park Lease Agreement:</u> Addressed under SERS Relocation Update.</p> <p><u>Acceptance of SERS Adjusted Wage and Tables for COLA:</u> Brian Haseleu advised that this action item was to taken at the last Board meeting, but the exhibit was not available at the time and so and the plan was to bring the 2014 adopted salary table with the 2015 wage table, including the 2% COLA, for comparison. The plan was to formally adopt the 2015 wage table at this meeting.</p> <p>Al Compaan moved and Brad Reading seconded a motion to adopt the SERS 2015 employee wage table. The vote was unanimously in favor.</p>	<p><b>Motion Approved</b></p> <p><b>Motion Approved</b></p>

AGENDA ITEMS	COMMENTS & DISCUSSION	ACTION/FOLLOW-UP
<b>Executive Session</b>	Jon Nehring announced that the SERS Governing Board will now recess into Executive Session, which will conclude by 10:45 a.m. The purpose of the Executive Session is to discuss with legal counsel a matter currently in litigation. At the conclusion of the Executive Session, there will not be action taken by the SERS Governing Board of Directors when it reconvenes in regular, open session and there will not be an announcement. The SERS Governing Board meeting will be adjourned after returning to open session. Jon Nehring announced that the SERS Executive Session will be extended an additional 20 minutes to reconvene at 11:05 a.m.	
<b>Board Meeting Reconvened</b>	John Nehring called the Board meeting to order at 11:05 a.m.	
<b>Miscellaneous</b>	Al Compaan recognized Dennis Kendal's contribution and time that he served on the SERS Board.	
<b>Upcoming Issues</b>	<ul style="list-style-type: none"> <li>▪ <i>Public Records/Electronic Media Policy</i></li> <li>▪ <i>Update to the Maintenance and Operations Standards</i></li> <li>▪ <i>Replacement Reserve and Available Cash Policy</i></li> <li>▪ <i>Motorola SUA II</i></li> <li>▪ <i>2<sup>nd</sup> Quarter Replacement Reserves Purchases to Extend Life of System</i></li> <li>▪ <i>Rebanding – Agreement with the Snohomish County Radio Shop</i></li> <li>▪ <i>Aviat Contract for Microwave Purchase</i></li> <li>▪ <i>Star Touch Inquiry for Gold Hill</i></li> <li>▪ <i>Private Ambulance Services Discussion</i></li> </ul>	
<b>Adjourn</b>	The meeting adjourned at 11:07 a.m.	