

SNOHOMISH COUNTY EMERGENCY RADIO SYSTEM BOARD

Regular Meeting

October 1, 2015

SERS Governing Board in Attendance	<input checked="" type="checkbox"/> Bob Colinas	Brier	<input checked="" type="checkbox"/> Jerry Smith	Mountlake Terrace
	<input checked="" 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 checked="" type="checkbox"/> Steven Jensen	Lynnwood	<input checked="" type="checkbox"/> Richard Schrock	SCFD #1
	<input checked="" type="checkbox"/> Jon Nehring	Marysville	<input type="checkbox"/> Dr. Kent Saltonstall	Woodway
	<input type="checkbox"/> Bob Crannell	Mill Creek		
	<input type="checkbox"/> Michael Catlett	Brier	<input checked="" type="checkbox"/> Chris Alexander	Mukilteo
	<input 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 checked="" type="checkbox"/> Jim Lever	Everett	<input 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"/> Eva Ammons	SERS
	<input type="checkbox"/> Josh Roundy	Mill Creek	<input checked="" type="checkbox"/> Larry Kieling	SERS
	<input checked="" type="checkbox"/> Greg Wilson	Mountlake Terrace	<input type="checkbox"/> Mark McDermott	SERS
Guests in Attendance	Craig Boyd (SERS)		Vickie Norris (Anderson Hunter)	
	Phillip Kwon (Snohomish County)		Joe Piksa (Motorola)	
	Kurt Mills (SNOPAC)		David Mendel (PSERN)	
	Terry Peterson (SNOCOM)		Andy Ruschak (Stantec)	
	Tim Chroback (CT)		Karl Wright (SERS)	
	Brad Cattle (Anderson Hunter)		Pete Caw (Mountlake Terrace)	

AGENDA ITEMS	COMMENTS & DISCUSSION	ACTION/ FOLLOW- UP
Call to Order / Roll Call	Meeting called to order at 10:02 a.m. by Jon Nehring.	
Introductions / Announcements	Round Table introductions were made.	
Public Comments		
Consent Items	<p>1. Acceptance of Minutes from the August 6, 2015 SERS Board Meeting.</p> <p>2. Approval of SERS payroll, invoice and expense summaries for August in the amount of 350,567.22 and September in the amount of 157,966.56.</p> <p>Warrant Numbers: 1868222,42,1870059,61,64,67-69,72,73,75-77,1871722,23,24,27-29,32-43,45-57,1873408-29,1875007-22,24, 26,27-33, 1876006,07-10, 1876405-18,20,21,1878300-</p>	

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	<p>03,12878306-08,5006497,5006567,78,93,94,97,5006697,5006700,03,69,80,92,98,80025105</p> <p><i>Bob Colinas moved and Jerry Smith seconded a motion to approve the consent calendar including the Payroll and Expense Summary for August and September and the Board minutes for August. The vote was unanimously in favor.</i></p>	<p>Consent Calendar and Board Minutes Approved.</p>
<p>Reports</p>	<p><u>SERS Director's Report:</u> Larry Kieling reported that the system performed well during the recent wind storm while handling the amount of traffic in a 12 hour period that would typically occur over a two week period. Although the system experienced 400 busies the longest busy lasted only 2 seconds.</p> <p><u>Rebanding Report:</u> The second touch of user radios will begin early next year.</p> <p><u>Communications Center Reports:</u></p> <ul style="list-style-type: none"> ▪ SNOCOM –Jerry Smith reported that Debbie Grady/SNOCOM Director will be leaving the agency on the 15th for a position in the City of Sacramento. ▪ SNOPAC – No Report <p><u>PSTC Report:</u> No Report</p> <p><u>CAD/RMS Report:</u> Terry Peterson reported that the latest NW hot fix was received today. Everything is looking positive for the October 27th Go-Live date. He also noted that Tyler Technologies has acquired New World Systems.</p> <p><u>Budget Committee Report:</u> Brian Haseleu reported that later in the agenda is a report showing that SERS completed a successful audit. Budget action will also be required on the Stantec Agreement. SERS will be going to bid for the replacement of batteries at 10 sites. The pricing will be compared with the WSCA/NASPO contract to ensure that SERS receives the lowest price. The intention is to use last year's budget underrun for pay for the battery replacement project while the Stantec consulting work will be paid out of system extension RR dollars. Staff will also be looking at purchasing future replacement generators out of the military procurement program, using the SERS' law enforcement connection.</p> <p><u>Personnel Committee Report:</u> Steve Jensen reported that a personnel matter will be discussed later in Executive Session.</p> <p><u>Governance Committee Report:</u> No Report</p> <p><u>Funding Subcommittee:</u> Murray Gordon reported that the discussion during this morning's meeting involved SERS contractual relationship with Stantec. The committee also discussed a draft of the Motorola MCC3500 console contract. The hope is to have</p>	

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	<p>recommendations on both items presented at the December Board.</p> <p><u>Community Transit Report</u>: No Report</p> <p><u>PSERN Report</u>: David Mendel reported that the Motorola was notified to proceed on with their work on July 1st. Site work will continue for the next 18 month followed by equipment installation work.</p>	
Old Business		
New Business	<p><u>Washington State Auditors Report for 2014</u>: Brian Haseleu reported that SERS received a clean report on both the financial and single audit.</p> <p><u>Stantec Contract</u>: A final draft of the Stantec Agreement is expected to be available from legal by Friday. The intention is to present the contract to the November Board.</p> <p><u>Stantec Presentation</u>: Larry introduced Andy Ruschak with Stantec Consulting Services. Andy provided a handout to Members that provided an overview of the project. He noted that although Sparling was acquired by Stantec, the Sparling team will remain in place the same as before the acquisition. The consulting work to be provided by Stantec is broken into two phases. Phase one will involve a needs analysis and assessment of the system, including radio sites, subscriber units, dispatch centers, interoperability and project schedule. In Phase two the consultant will provide 3 viable design options that will discussed and vetted with stakeholders. Stantec will also be developing an integration and migration plan, facility requirements and produce coverage prediction maps. Funding models will also be discussed in Phase 2. Andy commented that technology cannot solve everything and so a balance between technical needs and costs must be considered.</p>	
Executive Session	<p>President Jon Nehring reported that the Board will now recess into Executive Session to review the performance of a public employee. The Executive Session will last 45 minutes so it will conclude at 11:50 am. At the conclusion of the Executive Session, the Board will return to its regular meeting and the Board may take action at that time. Upon returning from Executive Session, President Nehring reported that the Executive Session was extended 10 minutes and an appropriate announcement was made to the public at 11:50 am. The Regular Board Meeting Reconvened at 12:00 pm.</p> <p>Murray Gordon moved to delegate to the Personnel Committee to review and determine the appropriate relationship with SERS Director Mark McDermott, including termination, if the Personnel Committee deems it appropriate under the circumstances. The Motion was seconded by Jerry Smith. The Motion passed unanimously.</p>	

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	Richard Schrock moved to delegate to President Jon Nehring any reasonable authority necessary to take interim measures to assure that SERS operational needs are met in the event that any personnel action is taken justifying such interim measures. The motion was seconded by Bob Colinas. The Motion passed unanimously.	
Miscellaneous		
Upcoming Issues	<ul style="list-style-type: none"> ▪ <i>Public Records/Electronic Media Policy</i> ▪ <i>Update to the Maintenance and Operations Standards</i> ▪ <i>Replacement Reserves Purchases to Extend Life of System</i> 	
Adjourn	The meeting adjourned at 12:05 p.m.	