

# SNOHOMISH COUNTY EMERGENCY RADIO SYSTEM BOARD

## Regular Meeting

**February 1<sup>st</sup>, 2018**

<b>SERS Governing Board in Attendance</b>	<input checked="" type="checkbox"/> Bob Colinas	Brier	<input type="checkbox"/> Jennifer Gregerson	Mukilteo
	<input checked="" type="checkbox"/> Michael Nelson	Edmonds	<input checked="" type="checkbox"/> Brian Haseleu	Snohomish County
	<input checked="" type="checkbox"/> Bryan Stanifer	Lynnwood	<input checked="" type="checkbox"/> Richard Schrock	So. County RFA
	<input checked="" type="checkbox"/> Jon Nehring	Marysville	<input checked="" type="checkbox"/> Dr. Kent Saltonstall	Woodway
	<input checked="" type="checkbox"/> Pam Pruitt	Mill Creek	<input type="checkbox"/>	

<input type="checkbox"/> Michael Catlett	Brier	<input type="checkbox"/> Tom Whitson	Woodway
<input checked="" type="checkbox"/> Al Compaan	Edmonds	<input type="checkbox"/> Tom Howard	Woodway
<input checked="" type="checkbox"/> Mike Nelson	Edmonds	<input checked="" type="checkbox"/> Ralph Krusey	SERS
<input checked="" type="checkbox"/> Jim Lever	Everett	<input type="checkbox"/> Jon 'Wiz' Wiswell	SERS
<input type="checkbox"/> Eric Hicks	Everett	<input checked="" type="checkbox"/> Eva Ammons	SERS
<input checked="" type="checkbox"/> Timothy Key	Everett - Fire	<input checked="" type="checkbox"/> Craig Boyd	SERS
<input type="checkbox"/> Art Ceniza	Lynnwood	<input type="checkbox"/> Adam Burns	SERS
<input type="checkbox"/> Richard Smith	Marysville	<input type="checkbox"/> Duane Leger	SERS
<input type="checkbox"/> Greg Elwin	Mill Creek	<input type="checkbox"/> Jay Morrison	SERS
<input type="checkbox"/> Scott Eastman	Mill Creek	<input type="checkbox"/> Andy Perry	SERS
<input checked="" type="checkbox"/> Greg Wilson	Mountlake Terrace	<input type="checkbox"/> Karl Wright	SERS
<input type="checkbox"/> Peter Caw	Mountlake Terrace	<input checked="" type="checkbox"/> Paul DeCamp	Comm Transit
<input checked="" type="checkbox"/> Cheol Kang	Mukilteo	<input checked="" type="checkbox"/> Brad Cattle	Anderson Hunter
<input type="checkbox"/> Susan Neely	Snohomish County	<input checked="" type="checkbox"/> Terry Peterson	Sno Co 911
<input type="checkbox"/> Vicki Thoroughman	Snohomish County	<input checked="" type="checkbox"/> Kurt Mills	Sno Co 911
<input checked="" type="checkbox"/> Brad Reading	So. County RFA	<input checked="" type="checkbox"/> Andy Ruschak	STANTEC
<input type="checkbox"/> Robert Eastman	So. County RFA	<input checked="" type="checkbox"/> David Mendel	King County

<b>Guests in Attendance</b>		Tim Thometz - ICOM	
		Brad Steiner - Motorola	
		Margaret Vanderwalker (Msvl PD)	

AGENDA ITEMS	COMMENTS & DISCUSSION	ACTION/ FOLLOW-UP
<b>Call to Order / Roll Call</b>	SERS President Jon Nehring called the meeting to order at 10:03 a.m.	
<b>Introductions &amp; Announcements</b>	None.	
<b>Public Comments</b>	None.	
<b>Consent Items</b>	<p><b>Acceptance of Minutes from the January 4, 2018 SERS Board Meeting.</b></p> <p><b>Approval of the January 2018 Payroll, Invoice and Expense Summary in the amount of \$ 280,802.84.</b></p> <p><b>Warrant Numbers: 1980105-11, 23-27; 1981952, 55, 57-58, 62, 73, 75; 1982825-32; 1983760-61, 74.</b></p>	<b>Consent Approved</b>

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	<p>Motion made by Jerry Smith to approve the SERS January Payroll and Dec. &amp; January Invoice and Expense Summary. Mike Nelson seconded, all in favor. Richard Schrock moved to accept the <i>amended</i> January 4<sup>th</sup>, 2018 minutes with the insert in blue following regarding the Future Funding Meeting Report "...Washington. <i>Nathan and Brian reviewed all of the possible options, and shared examples of how the major systems in the area (King and Pierce) King Co. (PSERN) utilized the levy lid lift approach, and Pierce Co. utilized the 1/10<sup>th</sup> of 1 cent emergency communications sales tax approach. They also shared an exhibit that showed how those two approaches could work within Snohomish County.</i>" Seconded by Jerry Smith, all in favor, passes unanimously.</p>	<p><b>Consent Approved</b></p>
<p><b>Reports</b></p>	<p><b><u>SERS CAO Report:</u></b> Presented by Craig Boyd (Ralph Krusey not in attendance)</p> <ul style="list-style-type: none"> <li>▪ <b>System.</b> The failure that occurred on January 12<sup>th</sup>, 2018, at 1215 hours was due to a "Fail Soft" happening, this continued until 1231 hours. This is the first event of this kind in its history. The whole series of events started at the T-1 Channel Bank at the Marysville Tank. This is directly related to aging equipment.</li> <li>▪ From the Dispatch center perspective, they have never experienced this type of failure before. The calls were sent out, and dispatch could talk out, but no one could respond. They went into Level III operations (emergency traffic only) until it was resolved.</li> <li>▪ A report and After Action Report of this will be prepared and presented and available for public presentation to document examples of the needed radio replacement and request for funding support. This situation could occur in the future, this equipment is 18 years old.</li> <li>▪ This example can be used at a supervisor's <u>Table Top Exercise</u> at an upcoming training session.</li> <li>▪ SERS Staff did a great job getting the system up and running again.</li> <li>▪ <b>Clinton Move.</b> We have started the process to receive a price related to the tower extension at Apple Cove to eliminate the Clinton location. This will save money having to be spent on leasing the Clinton location.</li> <li>▪ <b>Budget Committee.</b> Greg Wilson reported</li> <li>▪ <b>Personnel Committee.</b> Greg Wilson reported</li> <li>▪ <b>Future Funding Committee.</b> Richard Schrock reported</li> <li>▪ <b>Governance Committee.</b> James Lever said they continue to do work on the staff search.</li> <li>▪ <b>Public Relations.</b> There hasn't been any pushback to date. There have been a lot of presentations made, see the list in your meeting packet. We continue to receive resolutions, while continuing to reach out to other agencies. Richard Schrock commended Ralph Krusey et al as a result of the public presentations. It's been a very positive experience.</li> </ul> <p><b><u>Communications Center Reports:</u></b> Terry Peterson stated that the call transfer reductions are down 30-40%. This is the re-routing between north and south campus. We still transfer a number of them and are waiting on the wireless carriers to get the completion accomplished. The call transfer averages 21 seconds. We're providing a much higher level of customer service. The President of Snohomish County 911 Board did make appointments to the Snohomish County side of the</p>	

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	<p>consolidation work group. They are Tom Mesaros, Chief John Dyer, Sheriff Trenary was an alternate of Daryl Neuhoff.</p> <p><b><u>Budget Committee Report:</u></b> Brian Haseleu recommended the WCIA renewal. They did have a joint meeting with the Personnel Committee. The BVA will be addressed later in the meeting.</p> <p><b><u>Personnel Committee Report:</u></b> Greg Wilson reported the Director selection process will take place 2/14/2018. That is all day at City of Marysville City Hall. We reviewed the qualifications of the SERS Director position with the representative of the government HR who was on a SKYPE program. We narrowed it down. More at Executive Session.</p> <p><b><u>Governance Committee Report:</u></b> Chief Lever reported the work continues on the applicants. We're working well with the Future Funding Committee on this. Again, as we move forward we need to have everyone from Snohomish County represented. We're moving in that direction.</p> <p><b><u>Funding Committee Report:</u></b> Richard Schrock reported we met on the 18<sup>th</sup> with the Governance Committee. It started with a well-attended press conference. Some of the Board members were there as well as the media. Sheriff Trenary spoke which was very effective. The media were all TV stations in Seattle and they have covered this story. All the reports were well balanced and stated the need well. The potential failure of the system and causes were well addressed. Letters were sent by Mayor Jerry Smith and Mayor Jon Nehring to the County Council and County Executive, to address the urgent need for funding to replace the system. There will be a meeting next week with Council Chair Wright.</p> <p>Mayor Nehring offered his thanks to Commissioner Richard Schrock for his enormous hard work on this proposal. The press conference went very well. In all our contacts, my contacts, there's no indication that anyone is not prepared to strongly consider a measure going out for a countywide vote. It will be a process. The letter from Executive Sommers was very positive. He essentially will (paraphrased) support whatever measure County Council decides to send out, is the gist of it. This is good news. We do have the Herald Editorial Board was eager to meet with some members of SERS Board to discuss this as well. Mayor Nehring is heartened by the high level of dedication and professionalism of this group. He thinks we are in a better position than expected at this point.</p> <p>Richard Schrock urged everyone to contact your local media in your city or town. See if they will support editorially our cause. Ralph has all fact sheets, info, etc.</p> <p><b><u>Community Transit:</u></b> Paul DeCamp reported they are continuing with the project to replace our 700 MHz data radios with cellular routers and we project that to conclude around the mid-year. They are finishing up contract negotiations with our selected Voit vendor. This should get approval this afternoon. We expect the LMR System to be retired somewhere in the 2020/ 2021 timeframe.</p> <p><b><u>PSERN:</u></b> No report.</p>	

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<b>Old Business</b>	<p>A. BVA - Brian Haseleu wanted to point out the second version is included in your packet. As anticipated we are under budget. We talked about dedicating some of those savings to the ER&amp;R Fund.</p> <p>B. Snohomish County Purchasing Service Agreement Amendment related to the RFP for Radio System Replacement. This was a step to invite Sheriff Ty Trenary. Brian Haseleu made a motion to authorize the SERS Chair to sign the ratified amendment to the Purchasing Agreement with Snohomish County to specifically include the Sheriff or his designee on the RFP selection, as presented to the Board today. Richard Schrock seconded this motion. <u>All in favor</u>. Brad Cattle added, the Board already approved a form an amendment that accomplished this. It was sent to the County, the DPA that advises the County Purchasing Department requested a different format. Therefore, this is not new language, just a different format that is being approved.</p> <p>C. Update on Radio System RFP, Nothing further.</p> <p>D. Update on Executive Search (Executive Session)</p> <p>E. Update on Hiring process or Electronic Communication Specialist IT and Electronic Communication Specialist --Updated by Chief Wilson, the background is in process.</p> <p>F. Appointment of representatives for the SERS Snohomish County 911 Consolidation Group. Appointed Mayor Pruitt, and Deputy Chief Stanifer, CAO Ralph Krusey, and Mayor Nehring, these will meet with the three appointed as mentioned by Terry Peterson. Those start on 2/12/18 at 11:00.</p> <p>G. Authorization to include South Snohomish County Fire and Rescue Regional Fire Authority in the limited test of Mutualink. Brad Reading stated they spoke with the Sheriff's office to do a small experiment on this.</p>	<b>MOTION PASSES</b>
<b>New Business</b>	<p>A.) Board Member Appointments. Richard Schrock mentioned that this is the last meeting that Brad Reading will be attending. He served from 1997-2017. Richard Schrock commended Brad for his years of service. Mayor Nehring stated Brad has been an asset to the Board. Brian Haseleu nominated Mayor Nehring for the role of Chair of the SERS organization. Richard Schrock second. <u>All in favor</u>. Brian Haseleu nominated Mayor Jerry Smith to continue in his role as Vice Chair. Richard Schrock seconded, <u>all in favor</u>. (The Auditor requested that there be a nominated and voted Treasurer) Richard Schrock moved that Brian Haseleu be the SERS Treasurer for the next year. Bryan Stanifer seconded, <u>all in favor</u>.</p> <p>B.) Board Member Committee Appointments (standing Committees) Mayor Nehring stated that these are very active committees. He has no interest in altering the standing committees. If someone is interested in volunteering for the Budget Committee there is a vacancy caused by the departure of Brad Reading.</p> <p>C.) Authorize funding for professional service provided by Karen Reed related to the consolidation of SERS and Snohomish County 911 not to exceed \$35,000, shared expense (\$17,000) Brian Haseleu moved to authorize funding for professional services by Karen Reed in support of the consolidation discussions and for those funds to come from our Replacement Reserve Account, up to the \$17,500. Al Compaan second.</p>	<b>MOTION PASSES</b>  <b>MOTION PASSES</b>  <b>MOTION PASSES</b>  <b>MOTION PASSES</b>

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	<p>If we don't need to use the funds, we will not spend more than necessary. Motion carries with one opposed.</p> <p>D.) Approve expenditure of \$61,051.00 to WCIA for 2018 Insurance (Budgeted) (This year's premium is \$2,000 less this year) Brian Haseleu made a motion to authorize the payment of this WCIA Invoice for insurance coverage for 2018. Bob Colinas seconded, all in favor.</p>	<b>MOTION PASSES</b>
<b>Executive Session</b>	Yes, Personnel Matters. Executive Session took place 11:18 – 11:32 a.m.	
<b>Reconvene to Regular Session</b>	No.	
<b>Adjourn</b>	Pam Pruitt made a motion to adjourn, Richard Schrock seconded, all in favor. President Jon Nehring adjourned the meeting at 11:33 a.m.	
<b>Upcoming Meetings</b>	<ul style="list-style-type: none"> <li>▪ <b>Special Board Meeting on February 14th, 2018. Time TBD. Located at Marysville City Hall.</b> This is to interview candidates for the Executive Director Position</li> <li>▪ <b>Budget &amp; Personnel Committee:</b> February 22, 2018 @ 1:00 p.m. @ Sno County Admin Bldg., 6<sup>th</sup> Floor, 3000 Rockefeller Ave, Everett</li> <li>▪ <b>SERS Governing Board:</b> March 1, 2018 @ 10:00 a.m. at Edmonds City Hall, 3<sup>rd</sup> floor meeting room</li> </ul>	