

# SNOHOMISH COUNTY EMERGENCY RADIO SYSTEM BOARD

## Regular Meeting

**October 5, 2017**

<b>SERS Governing Board in Attendance</b>	<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 checked="" type="checkbox"/> Brian Haseleu	Snohomish County
	<input checked="" type="checkbox"/> Bryan Stanifer	Lynnwood	<input checked="" type="checkbox"/> Richard Schrock	So. Sno. 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"/> James Lawless	Edmonds	<input checked="" type="checkbox"/> Ralph Krusey	SERS
	<input checked="" type="checkbox"/> Jim Lever	Everett	<input checked="" type="checkbox"/> Jon 'Wiz' Wiswell	SERS
	<input checked="" type="checkbox"/> Timothy Key	Everett	<input checked="" type="checkbox"/> Eva Ammons	SERS
	<input type="checkbox"/> Debra Bryant	Everett	<input type="checkbox"/> Craig Boyd	SERS
	<input checked="" 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 checked="" type="checkbox"/> Greg Wilson	Mountlake Terrace	<input type="checkbox"/> Andy Perry	SERS
	<input checked="" type="checkbox"/> Peter Caw	Mountlake Terrace	<input type="checkbox"/> Karl Wright	SERS
	<input checked="" type="checkbox"/> Chris Alexander	Mukilteo	<input checked="" type="checkbox"/> Brad Cattle	Anderson Hunter
	<input type="checkbox"/> Susan Neely	Snohomish County	<input checked="" type="checkbox"/> Terry Peterson	SNOCOM
	<input type="checkbox"/> Vicki Thoroughman	Snohomish County	<input checked="" type="checkbox"/> Kurt Mills	SNOPAC
	<input checked="" type="checkbox"/> Brad Reading	SCFD #1	<input checked="" type="checkbox"/> Andy Rushack	STANTEC
	<input checked="" type="checkbox"/> Robert Eastman	SCFD #1	<input checked="" type="checkbox"/> Paul DeCamp	Comm Transit
<b>Guests in Attendance</b>	Marlin Herolaga - SNOCOM	Tim Thometz - Icom America	David Mendel - King County	
	Andie Burton - SNOCOM	Steve Guptill - SnoFire 7		
	Brent Meyer - SNOCOM	Steve Lawlor - SNOPAC		
	Margaret Vanderwalker (Msvl PD)	Steve Ditto - SNOPAC		

AGENDA ITEMS	COMMENTS & DISCUSSION	ACTION/ FOLLOW-UP
<b>Call to Order / Roll Call</b>	SERS President Jon Nehring called the meeting to order at 11:00 a.m.	
<b>Introductions &amp; Announcements</b>	None.	
<b>Public Comments</b>	None.	
<b>Consent Items</b>	<ol style="list-style-type: none"> <li>1. Acceptance of Minutes from the September 7, 2017 SERS Board Meeting.</li> <li>2. Approval of SERS Invoice Summary for SERS September 2017 Payroll, Invoice and Expense Summary in the amount of \$161,712.48.</li> </ol> <p style="margin-left: 40px;">Warrant Numbers: 1961707-08; 1962535-66, 1964304-14, 16-23; 1967477, 84, 86-91, 94; 1969062-63; 5011520, 32, 39, 49; 5011520, 32, 39, 49; 5011708; 80051977; 80052361; 80052789.</p>	<b>Consent Approved</b>

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	<p>Brian Haseleu moved and Jerry Smith seconded a motion to approve the consent calendar including the Payroll, Invoice &amp; Expense Summary for September 2017 and the Board minutes for the September 7, 2017 meeting. The motion passed unanimously.</p>	
<p><b>Reports</b></p>	<p><b><u>SERS CAO Report:</u></b> Presented by Ralph Krusey.</p> <ul style="list-style-type: none"> <li>▪ <b>System.</b> The generator is on schedule for delivery this week. Installation will be done by the end of the month at Granite Falls. The 7.17 upgrade is now operational. We've had several meetings with SCSO and SNOPAC to discuss introducing a system for the Sheriff's Office which is called Mutualink. It is an ability for cell phones to access the computer system and does have video capabilities. In our M&amp;O policy, it prohibits this, but the CAO is asking the Board to undertake a small single agency, six-month pilot program to see the effectiveness of this product. This is a grant funded program, no maintenance or upkeep costs. SERS is taking a conservative approach to test this system's effectiveness. This will be tabled to next month.</li> <li>▪ <b>Clinton Move.</b> Still working this project.</li> <li>▪ <b>Budget Committee.</b> We are asking approval to surplus the items held by SERS through James Murphy Auctions.</li> <li>▪ <b>Personnel Committee.</b> Discussion will be held at Executive Session.</li> <li>▪ <b>Future Funding Committee.</b> The RFP Pre-Review committee has a completed product.</li> <li>▪ <b>Governance Committee.</b> No report this month.</li> <li>▪ <b>Public Relations.</b> We were in the Lighthouse Parade in Mukilteo, and the Lynnwood Street fair. Both were positive community events. We will be in other events, one 10/14 in Mukilteo, 11/11 in Mill Creek, and Holiday Parades in Arlington and in Marysville, in November and December. We have a meeting with Lake Stevens City Council on November 14<sup>th</sup>. Sno-Island Fire Commissioners on December 7<sup>th</sup>, and the Snohomish County Sheriff and Police Association in December with date TBD. Mill Creek City Council will meet on the 12<sup>th</sup>.</li> </ul> <p><b><u>Communications Center Reports:</u></b></p> <ul style="list-style-type: none"> <li>▪ SNOCOM – No updates.</li> <li>▪ SNOPAC – No updates.</li> </ul> <p><b><u>Budget Committee Report:</u></b> Brian Haseleu stated there was a joint meeting last week with the Personnel Committee, this structure works well. We are anticipating the end of the year report will reflect funding will be very tight. Also on the agenda is a resolution for disposal of some of the insurance related items.</p> <p><b><u>Personnel Committee Report:</u></b> Status of SERS &amp; the RFP will take place at the Executive Session. Organizational Chart, see the last page of the packet. Also discussed the CAO &amp; COO contract issues, more to come next month. Discussion took place about having joint Budget and Personnel meetings, that works out well. We also had a discussion regarding the new WA State Paid Sick Leave statute, more to come next month on that issue. The 2018 Approved Budget allows for both the CPO and CAO positions.</p>	<p style="text-align: right;"><b>Motion Passes</b></p>

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	<p>Jerry Smith made a motion we approve the Organization Chart provided in the packet. Chris Alexander seconded, all in favor.</p> <p><b><u>Governance Committee Report:</u></b></p> <p><b><u>Community Transit Report:</u></b> No report this month.</p> <p><b><u>Funding Committee Report:</u></b> Richard Schrock stated the one item to discuss today is the Sample Resolution included in your packet. All of this is geared towards meetings that are starting to be scheduled regarding the new radio project. This resolution is a sample of what can go to each jurisdiction to be adopted no later than January. After speaking with the elected officials at the County it was concluded there will not be funding for this radio system. If 100% of local jurisdictions don't go on the record in support of this effort, there will be no countywide funding. We need all 50 jurisdictions to sign their intent to support this or a similar resolution.</p> <p>Jim Lever brought up the challenge is to address the Governance issue. We want to move forward with proposals to new Governance. The second issue is that further discussions should happen regarding moving up the timetable for potential consolidation.</p> <p>Bryan Stanifer concurred that this has to be addressed sooner than later. The Future Funding and the Governance Committees will be meeting 10/19/17. CAO Krusey is ready to make the SERS slide presentation. More discussion next month.</p> <p>Al Compaan reported what the PSAP Task Force discussed. This is going to be a difficult time to put a proposition to the voters. There are three options: One is a sales tax increase, the other a property tax increase, and third is reliance on the local jurisdictions to come up with their share to fund the 60-75 million dollars. A discussion took place regarding SERS consolidation with the PSAPs. It should be a simple process that takes care of the Governance issue. Also discussed was how this taxing proposition gets marketed. Talking about "Sno Cty 911" will resound more so than talking about SERS with the voters. They don't know what "SERS" is, we need to move forward with a discussion today. After the first of the year SERS should approach 911 with an overture to consolidate.</p> <p>It was noted that this resolution has "suggested" language and that it can change. Each of your jurisdictions may want to tailor this to your own concerns.</p> <p>CAO Krusey stated County Council is in support of a new radio system, their concern is the funding. This topic will be on next month's agenda.</p> <p><b><u>STANTEC.</u></b> Andy Ruschak reported that they finished the RFP review. It was a valuable process to capture comments and concerns. The RFP is ready for legal review.</p> <p><b><u>PSERN:</u></b> David Mendel reported that over the last few months they have finished the final system design for the radio system in King County. They finished the microwave system test in Austin, Texas and it was done well. All equipment was shipped and ready in King County. This puts them into the implementation phase of the project. Over the next three years installation will occur. They will have an 8 month time extension, and an 8 million dollar over cost on the project. The greatest difficulty faced was the delays in the project, this is what caused the cost overages. There are some funds in the Levy Lid Lifts that are available.</p> <p>Bob Colinas asked if anyone has gathered the dollar figures to see what the cost would be to each of the 50 agencies if the radio costs were split by percentages?</p>	

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	Richard Schrock said those numbers will be available next month. CAO Krusey will prepare those numbers. There is an existing funding formula for members and subscribers so we can project the impact of a new system.	
<b>Executive Session</b>	<i>Executive Session took place.</i>	
<b>Reconvene to Regular Session</b>	<i>Reconvenes at 11:25 a.m.</i>	
<b>Old Business</b>	<p><b>A). 17-03 Surplus Items.</b> CAO Krusey stated that Resolution 17-03 is the equipment that was taken into custody and held for AIG, the insurance adjuster. SERS has authority from AIG to dispose of it in a reasonable manner, so we intend to send items to auction, the other will go to surplus. This resolution is a safeguard. There is are items on a two page document titled Attachment A, "Surplus List", that is being distributed. CAO Krusey read the Resolution. Brad Cattle explained the details of the loss and AIG's position. This equipment must be declared surplus prior to auction. The update on the Insurance Claim is that he has spoken with the accountant that is reviewing the information. He is finishing up the review of the document. He will provide questions to Anderson Hunter next week. Anything that will be retained will be declared with Fair Market Value (used value) with the insurance company.</p> <p>The retained list has items on it that SERS will actually be able to use.</p> <p>Jerry Smith moved (to accept resolution 17-03), James Lever seconded, all in favor</p>	<b>MOTION PASSES</b>
<b>New Business</b>	<p><b>A). 17-03 Surplus Items.</b> CAO Krusey stated that Resolution 17-03 is the equipment that was taken into custody and held for AIG, the insurance adjuster. We have authority from AIG to dispose of it in a reasonable manner, so we intend to send items to auction, the other will go to surplus. This resolution is a safeguard. There is are items on a two page document titled Attachment A, "Surplus List", that is being distributed. CAO Krusey read the Resolution. Brad Cattle explained the details of the loss and AIG's position. This equipment must be declared surplus prior to auction. The update on the Insurance Claim is that he has spoken with the accountant that is reviewing the information. He is finishing up the review of the document. He will provide questions to Anderson Hunter next week. Anything that will be retained will be declared with Fair Market Value (used value) with the insurance company.</p> <p>The retained list has items on it that SERS will actually be able to use.</p> <p>Jerry Smith moved (to accept resolution 17-03), James Lever seconded, all in favor</p> <p><b>B). Generator at Rucker Site.</b> CAO Krusey stated that there is a broken generator at the Rucker Site. Exhibit A shows the 35KW Generator to be surplus and disposed. This has only scrap value. Jerry Smith made the motion to surplus and dispose of the generator. Kent Saltonstall second, all in favor.</p> <p><b>C). Mutualink.</b> Authorization to allow Mutualink, a cellular phone application to the system begin six month testing pilot program. Richard Schrock made the motion, Bryan Stanifer second, all in favor. There is no additional expense to the SERS organization. There is a short WACOP grant to cover some expenses.</p> <p style="text-align: center;"><b>(FOLLOWING EXECUTIVE SESSION)</b></p> <p><b>SERS CONTRACT.</b> Richard Schrock moved that the contract be conformed to the</p>	<p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p>

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	proposal to be negotiated with the vendor. Pam Pruitt second, all in favor.	<b>MOTION PASSES</b>
<b>DISCUSSION</b>		
<b>Adjourn</b>	President Jon Nehring adjourned the meeting at 11:27 a.m.	
<b>Upcoming Meetings</b>	<ul style="list-style-type: none"> <li>▪ <b>Future Funding Subcommittee:</b> October 19<sup>th</sup>, 2017 1:00 p.m. @ Sno County Admin Bldg., 6<sup>th</sup> Floor, 3000 Rockefeller Ave, Everett</li> <li>▪ <b>Budget &amp; Personnel Committee:</b> October 26<sup>th</sup>, @ 1:00 p.m. @ Sno County Admin Bldg., 6<sup>th</sup> Floor, 3000 Rockefeller Ave, Everett</li> <li>▪ <b>SERS Governing Board:</b> November 2<sup>nd</sup>, 2017 @ 10:00 a.m. at Edmonds City Hall, 3<sup>rd</sup> floor meeting room.</li> </ul>	