

# SNOHOMISH COUNTY EMERGENCY RADIO SYSTEM BOARD

## Regular Meeting

**December 7<sup>th</sup>, 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. 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 type="checkbox"/> Al Compaan	Edmonds	<input type="checkbox"/> Tom Howard	Woodway
<input 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 type="checkbox"/> Eric Hicks	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 checked="" type="checkbox"/> Adam Burns	SERS
<input type="checkbox"/> Richard Smith	Marysville	<input checked="" 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 checked="" type="checkbox"/> Andy Perry	SERS
<input checked="" type="checkbox"/> Peter Caw	Mountlake Terrace	<input type="checkbox"/> Karl Wright	SERS
<input 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	911
<input type="checkbox"/> Vicki Thoroughman	Snohomish County	<input checked="" type="checkbox"/> Kurt Mills	911
<input checked="" type="checkbox"/> Brad Reading	So. Sno. RFA	<input checked="" type="checkbox"/> Andy Rushack	STANTEC
<input type="checkbox"/> Robert Eastman	So. Sno. RFA	<input checked="" type="checkbox"/> Paul DeCamp	Comm Transit

<b>Guests in Attendance</b>	Howard Tucker, Citizen		
	Kurt Hilt – City of Lake Stevens	Brad Steiner - Motorola	
	Matt Taylor, Day Wireless	Kevin Robinson – Day Wireless	
	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 10:00 a.m.	
<b>Introductions &amp; Announcements</b>	<p>CAO Ralph Krusey recognized Jay Morrison for his 15 years with SERS and 22 years with SNOFAC, totaling 38 years of service. He showed the plaque for Jay commemorating his October retirement.</p> <p>Mayor Nehring presented a recognition to Wiz for his commitment and dedication to SERS and willingness to step in when asked over the last three years. Additionally, the CAO, Budget Committee, Funding Committee, and Personnel Committee representatives expressed their appreciation for Wiz's contributions.</p>	
<b>Public Comments</b>	None.	
<b>Consent Items</b>	Acceptance of Minutes from the November 2, 2017 SERS Board Meeting.	<b>Consent Approved</b>

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	<p>Approval of the November 2017 Payroll, Invoice and Expense Summary in the amount of \$ 250,272.01.</p> <p>Warrant Numbers: 1969056, 68; 1972050-75; 1973019-20; 1974260-68, 70-80, 82-83; 1975457-61, 67-70, 78, 80; 1975505; 5011800, 71, 88; 5012043; 80053909; 80054288.</p> <p>Motion made by Bob Colinas to approve both the SERS Nov.2nd, Regular Meeting Minutes and the SERS November 2017 Payroll Invoice and Expense Summary. Jerry Smith second, all in favor.</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 generators in Granite Falls are installed and operating. The 7.17 upgrade is 99% completed</li> <li>▪ <b>The Core.</b> The core and all consoles have been upgraded for the second time.</li> <li>▪ <b>Clinton Move.</b> Still moving forward on this. We're talking with American Tower to identify costs.</li> <li>▪ <b>Budget Committee.</b> Committee worked on the trailer purchase. There is a balance request to approve the \$5,801.82 purchase price for the new trailer. A motion will be made for the \$1.82 that was over the previously approved request. A motion will be made to move the rest of the AIG's equipment to go to James Murphy Auction. The first items sent James Murphy Auctions grossed \$4,793.23. The generators previously noted for donation to Evergreen will be taken to Auction also. We are seeking approval to order the new truck that was budgeted for next year, the cost is \$58,470.00.</li> <li>▪ <b>Personnel Committee.</b> Met and worked on the Executive search for the CEO/CPO. There are 14 candidate applications. Six excellent candidates have been identified. The projected timeframe for making an offer is the week of 2/5/2018. They are also processing applications for the ECS, (Jay's replacement) and ECS IT positions. There are six candidates selected for interview. The RFP review representative will be Chief Lever.</li> <li>▪ <b>Future Funding Committee.</b> The RFP was posted 12/11/17, the vendors will come for the site review. Video inspections of four high sites were completed using drones. Proposals are due 2/19/18.</li> <li>▪ <b>Governance Committee.</b> Chief Lever will be presenting a resolution regarding potential consolidation, merger, or the acquiring of SERS by the new Snohomish County 911 organization.</li> <li>▪ <b>Public Relations.</b> Chief Alexander made a presentation to the Sno. County Fire Chief's Association. There are additional holiday parades that we will be at during the end of this year. We are scheduled to present at Mill Creek, Arlington, Index, Fire District 7, Lake Stevens, Mukilteo, Mountlake Terrace, and Edmonds. The CAO is still reaching out to other agencies. We will be asking the Board to approve Craig Boyd to be the SERS representative to the MPSPAC Region 43 Review Committee and the NCC Region 43 700 MHz Regional Planning Committee.</li> </ul> <p><b><u>Communications Center Reports:</u></b></p> <ul style="list-style-type: none"> <li>▪ <b>SNOCOM</b> – Terry Peterson reported that they are taking action to try and reduce the number of call transfers in anticipation of 1/1/2018.</li> </ul>	

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	<ul style="list-style-type: none"> <li>▪ SNOPAC – Kurt Mills shared that the Transition Board meeting is scheduled for 1/1/2018, 1000 hrs. Also there is a meeting 1/17/18 at 1900 hrs. our caucus process and annual agency assembly where the Board will be formalized.</li> </ul> <p><b>Budget Committee Report:</b> Brian Haseleu stated they met and discussed the details of a couple of leases that are in front of the Board today. They are StarTouch, Sprint, PSERN lease, these are in the packet. There is an action to surplus items, we need to identify the items and the where the proceeds will go. We will bring to the Board a motion to send the items to James Murphy and the proceeds to go to Anderson Hunter in a trust account.</p> <p>Brian Haseleu moved that the items associated with the investigation that have previously been declared surplus be disposed of through the James Murphy Auction House with the proceeds to go to the Trust Account at Anderson Hunter for the final resolution of the insurance issue. Richard Schrock seconded, all in favor. Brad Cattle clarified that the liquidation funds belong to the insurance company. The disposition will be determined by the insurer. They have questions that need to be answered by the CAO regarding expenditure. They will send an investigator in the near future.</p> <p>Brian Haseleu moved that the previously identified generators that were scheduled to go to Evergreen be sent to James Murphy Auction House and the proceeds of this sale would be returned to the SERS ER&amp;R Fund. Brian Haseleu moved that the SERS Board authorize the disposition of those two generators to go to James Murphy Auction House with the proceeds from those generators to be returned to the SERS ER&amp;R Fund. The moved amendment was added to include the previous elements with identifiers. Richard Schrock second, all in favor. All model and serial numbers will be referenced.</p> <p>Discussed was the BVA and that SERS is in a better than anticipated position at this time.</p> <p>Brian Haseleu made a motion to ratify the authorized purchase of the trailer which had a cost overage of \$1.82 cost to the trailer purchase. Dr. Saltonstall second. All in favor.</p> <p>Brian Haseleu discussed that included in next year’s budget is the authorized replacement of the F250 diesel truck. We would like to be able to place the order now so that there is lead time to acquire the truck at the first of the year. The cost will not show up until 2018. Bob Colinas made the motion to authorize \$58,470 for the purchase of a 2018 Ford F250 Crew cab 4x4 diesel and that it’s been acknowledged that the price was compared to the WA ST purchasing contract. Bryan Stanifer second, all in favor.</p> <p>Brian Haseleu distributed some exhibits that illustrate portioned share of costs for funding the 75 million dollar radio system. The Board had asked for a variety of share percentages, such as by tax, by radio count, or by service payments. This will be presented to the Budget Committee next month for review.</p> <p>There is a beacon light that needs to be replaced at Gold Hill. It is a symptom of the deterioration of the system, this is creating an interference in communications. It would cost \$6,975 plus tax to purchase and install. We have the money available in this year’s budget. Bob Colinas made a motion authorizing up to \$8,000.00 for replacement of the light beacon at Gold Hill. The \$8,000.00 does not include the labor, it is for the light only. Jerry Smith seconded, all in favor.</p>	<p><b>Motion Passes</b></p> <p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p>

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	<p><b><u>Personnel Committee Report:</u></b> Chief Wilson reported that HR is in on the Exec. Director search. We discussed the summary of SERS Teambuilding. Also discussed was the CAO 2018 contract and the personal services contract for Wiz.</p> <p><b><u>Governance Committee Report:</u></b> Chief Lever reported that he will present the resolution for the merger.</p> <p><b><u>Funding Committee Report:</u></b> Richard Schrock reported that we are hoping that the resolution will be one that can get out to all entities. The one distributed today is just one that is available today. The point is to enlist public support for funding. We will be presenting this to County Council with the supportive jurisdictions resolutions so they will fund the countywide system. Later this month we will discuss going publicly and come back to the Board for input.</p> <p><b><u>Community Transit:</u></b> Paul DeCamp updated that they have selected a vendor that they intend to enter into contract with and provide a communication system to replace the LMR system. The project is still on budget and will start in 2018-2019. They will decommission the LMR system in 2020.</p> <p><b><u>STANTEC.</u></b> Andy Ruschak stated the public outreach has been very enlightening. The presentation is very well done and well balanced. The feedback is good. Thanks to Commissioner Schrock for his input. We're looking forward to vendor discussions.</p> <p><b><u>PSERN:</u></b></p>	

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<b>Old Business</b>	<p>A.) StarTouch Site Sublease Agreement for Gold Hill – CAO Krusey stated they have a contract for StarTouch. See handouts. This is a 12K year contract with a 12.5K siting fee. Bryan Stanifer moved to accept the contract, Jerry Smith seconded. All in favor.</p> <p>B.) Resolution 17-04 regarding possible merger, consolidation, etc. James Lever discussed the resolution. Brad Cattle stated that there was the request to prepare this distributed resolution to create the governance. For next month to propose an amendment the ILA next month to address governance. In January, you will have the document that addresses governance and negotiating teams. So, to clarify, there are <b>two</b> issues here, one is governance and the other is the consolidation or merger document. The clarification is that this document does not have an end date.</p> <p>Richard Schrock moved to adopt the 17-04 Resolution of the Snohomish County Radio System establishing a proposed process to develop a merger consolidation with or assumption of SERS by Snohomish County 911, Michael Nelson seconded, all in favor.</p> <p>C.) Resolution for Support – completed</p> <p>D.) Contract Approvals – see distributed documents.</p> <p>CAO Krusey discussed the SERS Tower on Alderwood Water's property. Alderwood asked, Sprint has been on there for a number of years. The two extensions have been completed. Therefore a new contract was required and agreed upon. Brian Haseleu moved to accept the contract amendment and extension, Richard Schrock seconded, all in favor.</p> <p>Brian Haseleu moved to accept the MOU of Site Sublease with PSERN as provided and authority for the President to sign a memorandum of sublease to record with the auditor, Richard Schrock seconded, all in favor.</p> <p>E.) Surplus Items - completed</p> <p>F.) Trailer Purchase - completed</p> <p>G.) License Agreement –</p>	<p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p>
<b>New Business</b>	<p>A.) Carry over \$154,423.06 for final payment of Motorola 7.17 Upgrade</p> <p>B.) SERS 2017 Q3- BVA Brian Haseleu commented on the BVA. Ralph Krusey has gone through this and evaluated this. We will continue to monitor throughout year end.</p>	
<b>Executive Session</b>	<p>Brad Cattle stated the Executive Session is to discuss personnel contracts. Executive Session took place 11:48 a.m. – 11:53 a.m.</p>	
<b>Reconvene to Regular Session</b>	<p>11:55 Call back to order. Brian Haseleu moved to accept the personnel contract with Wiz. Jerry Smith seconded, all in favor.</p> <p>Brian Haseleu moved to accept the personnel contract with Ralph Krusey. James Lever seconded, all in favor.</p>	<p><b>MOTION PASSES</b></p> <p><b>MOTION PASSES</b></p>
<b>Adjourn</b>	<p>President Jon Nehring adjourned the meeting at 11:58 a.m.</p>	
<b>Upcoming Meetings</b>	<ul style="list-style-type: none"> <li>▪ <b>Future Funding Subcommittee:</b> December 21, 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> December 20, @ 1:00 p.m. @ Sno County Admin Bldg., 6<sup>th</sup> Floor, 3000 Rockefeller Ave, Everett</li> <li>▪ <b>SERS Governing Board:</b> January 4, 2018 @ 10:00 a.m. at Edmonds City Hall, 3<sup>rd</sup> floor</li> </ul>	

<b>AGENDA ITEMS</b>	<b>COMMENTS &amp; DISCUSSION</b>	<b>ACTION/ FOLLOW-UP</b>
	meeting room.	