

# **SIRCOMM**

## **Joint Powers Board Meeting**

**April 19, 2018**

**SIRCOMM Conf. Room**

**911 E. Ave H, Jerome, ID 83338**

Those in attendance:

Commissioner Mark Bolduc-Gooding County  
Commissioner Jack Johnson-Twin Falls County  
Commissioner Charlie Howell-Jerome County  
Hope Lindsey- Director SIRCOMM  
Chief Casey Kelley, Shoshone Fire  
Mariann Schiewe-Admin. SIRCOMM  
Susan Tenney-CPA  
Chief Jeremy Presnell-Jerome City Fire  
Sean Tajkowski-Tech Planning, SIRCOMM  
Sheriff Rene Rodriguez-Lincoln Co. Sheriff's Office  
Stephen Phillips-Lincoln Co. Sheriff's Office  
Chief Jason Keller-Rock Creek Fire

**Commissioner Bolduc called the meeting to order at 1430 hours**

- 1. Public Comment-** Commissioner Howell asked that it be noted, that not only did he arrive on time for the meeting, but he was actually a little early.

The Director shared that the Telecommunicator's Week was outstanding. Magic Valley Paramedics sent someone over every day with someone from one of their stations, to the SORT Team and even Blaine Patterson bringing lots of swag from Air St. Luke's. More swag (White Sunglasses) from Idaho Central Credit Union, a Taco Bar from Chief Kelley, Candy filled water bottles from the Twin Falls Dispatcher Center, a Pizza lunch from Rock Creek Fire, a Nacho Bar from Capt. Miller, a great cake from his wife and much more.

She also shared that each dispatcher received a Laptop Shoulder Bag, Yeti Cup and treats from SIRCOMM in appreciation for all their dedication and hard work.

- 2. Correspondence:** The Commissioners received a thank you note from Tina Kelly in appreciation for the time and opportunity to interview with them.

The Director shared a letter she had received from Blaine Patterson, the Director at Air St. Luke's, commending the dispatchers for their outstanding service.

- 3. Current Fiscal Statement:** The Commissioners reviewed the current fiscal report and supporting paperwork from the CPA. A short discussion entailed with Ms. Tenney, the CPA, answering questions and concerns they had for her. Commissioner Bolduc shared that it appeared legal was a little high, however; he feels that will come back in line and everything was well within the percentage for this period of the fiscal year.

**A motion was made by Commissioner Johnson to accept the Current Fiscal Statement as presented. Commissioner Howell second, all in favor. Motion carried**

- 4. Invoices Presented:** After reviewing the invoices and receiving clarification from the Director on items in question the board moved forward to approve the invoices for payment.

**A motion was made by Commissioner Johnson to accept the invoices for payment. Commissioner Howell second, all in favor, motion carried**

- 5. Approval of the Minutes from March 20<sup>th</sup> and April 3<sup>rd</sup>, 2018:**

The Board reviewed the minutes and Commissioner Howell asked for a typo correction on the minutes for April 3<sup>rd</sup> with the Director confirming she would oversee the correction, the board moved to approve the minutes.

**Commissioner Johnson moved to accept the minutes for March 20<sup>th</sup> and with a spelling correction on page 3 for April 3<sup>rd</sup>. Second by Commissioner Howell, all in favor, motion carried.**

- 6. Health Insurance & Benefits Renewal-HUB Int. /Rhonda Bartholomew:** A short explanation of the health insurance policy and benefits currently in place at SIRCOMM was shared by Ms. Bartholomew. The Director had shared that SIRCOMM was interested in looking into options that would make insurance more affordable for employees with children. Ms. Bartholomew handed out packet and went over

several options and offered suggestions that could possibly assist in a more attractive benefit package to current and future employees with SIRCOMM. She covered what other insurance plans were available, the different deductibles and if changes were made what the new fees for prescriptions and out of pocket expense would be. She noted that the current policy was up for renewal the first of June, so a decision was needed by May 15<sup>th</sup>. The Board thanked Ms. Bartholomew for all of the information and for taking the time to explain exactly what options were available to choose from. She then excused herself and left the meeting

The Board continued to discuss possible changes and options available to employees with dependents. The cost for coverage, what would be covered and who would be interested in changes to current the policy was in question. The board asked the Director to survey the current staff getting their opinions on the needs and wants with the different options available, in order to make an informed decision within the current budget.

**7. Wireless Legal Counsel:** The Director stated the she had touched base with Cell Site Support, LLC and they agreed to remove the request for the \$3500 retainer fee and that she had sent it over to Naylor/Hale for review and they had no issues with the contract and she could move forward. Commissioner Johnson stated that this had been agreed to at the last meeting once it had been cleared by legal. Commissioner Howell reviewed the minutes from the last meeting and confirmed Commissioner Johnson's statement.

**8. Radio & Tower Systems update:** Mr. Tajkowski shared that the frequency project is coming to a completion. The next step is a meeting with the fire chiefs to create an MOU approved by legal. It will be a cooperative agreement that everyone understands and signs off on regarding usage and obligations. Mr. Tajkowski noted that SIRCOMM's obligation was to set up and maintain the system; however there will be some assistance offered where the users have public safety grade radios that are often used in mutual aid agencies as an in-kind gesture. If the radios are not public safety grade, which are outside of the Sircomm radio system, then those entities should go back to their dealer for programing. Mr. Tajkowski stated that he would not want to be held responsible for those radios. The costs would not be more than \$200 to \$400. Sircomm is investing \$10,000-\$15,000. These changes will allow everyone to speak clearly with one another and will enhance services. It will

stop people from talking over one another, which is also a FCC issue and legal issue for Sircomm.

Chief Kelly stated some of the smaller rural departments which have limited budgets would be the ones without public safety grade radios. Chief Kelly stated that these changes bring us up to a standard, which we haven't had at this point. He asked if Sircomm is providing these services, should there be the expectation of what we will accept as a radio regarding NFPA standards. Director Lindsey then questioned about grant money being available to those departments requesting purchasing compliant radios. Chief Kelly confirmed that there was grant money still out there and stated that over the last four years all his radios were purchased through grant funding. He stated those departments would just need to contact their coordinator.

Commissioner Johnson stated that since it was Sircomm requiring these changes, Sircomm had agreed to do the initial reprogramming of everyone's radios. Mr. Tajkowski stated that he agreed with Commissioner Johnson as long as they are compliant by law and wouldn't want to put Sircomm at risk for something that wasn't public safety grade.

Commissioner Howell stated that he wasn't going to dictate what radios the departments should get, but if the radios aren't within our specs then we aren't going to work on them; however, changing frequencies, he would be a little more lenient as we have to get everyone on the same page initially. Mr. Tajkowski stated that for the smaller departments with only 8-10 radios, then the cost would be \$85-\$100 and for larger departments, no more than \$300. Mr. Tajkowski advised that if Sircomm wanted to absorb those costs then that would be fine. He stated that this is a good time for departments to audit their inventory and to ask for grants. Chief Kelly stated that as a fire chief, he thought it was fair. He stated that if his budget wouldn't allow for him to purchase the recommended radios, then he felt it was his responsibility to take it back to his supplier to have them reprogrammed. Commissioner Johnson discussed if the departments knew 5-10 years ago if they were required to meet a certain standard. Mr. Tajkowski discussed if departments had adopted NFPA standards, this would be one of those standards. The same went for law enforcement and APCO standards for radios. He stated this would help departments go back to their councils and request funding. Mr. Tajkowski

recommended that if they were not fire and police duty rated radios then Sircomm not have anything to do with it, because it is a compliance and liability issue.

Mr. Tajkowski had frequencies to distribute to groups. Law enforcement side would not change, but would have some added. Mr. Tajkowski stated a lot of effort went into the architecture of the channel lineup, which also meets national specs. Discussions will be held with the fire community on how this will help with mutual aid, recording purposes, and other things. It is a major change that will be discussed at the work session, which everyone is welcome to attend. He discussed the disaster recovery plan from when Hagerman went down. He stated that neither fire nor police had simplex channels, which are direct channels. There was one channel programmed into all of their radios system wide. The problem was that there was only one channel to get people back up, because they did not have the appropriate channel lineup in their radios. Now with the way it has been designed, if a tower was to go down, they can go and reset it with a temporary channel. Units can go to that secondary channel, and they can be back up within a few hours. When two channels are used, they are bleeding into one another, which is causing people to talk over one another. The new radio frequencies and antennas will be optimized to get full broadcast. Now the reception range will be increased in power. Every tower will be a separate frequency, eliminating the bleed over. There will be zones for each area that will have the same primaries that we have been using. They will also have command channels, which are called your TAC channels now. These TAC channels will be the same from place to place. They are simplex channels, which are a way for departments to come in and do mutual aid together. This creates interoperability and increases power output. It will turn repeaters up and get antennas to saturate areas for better coverage, such as Eden and Hazelton.

Mr. Tajkowski and Director Lindsey met with Tait and did an audit of the Sircomm systems and are putting together the last of the things for budgeting needed to bring to the board for the modifications of the system. An electrical audit was done and will be documented in the official audit. Mr. Tajkowski discussed he would be meeting with the HVAC systems and generators at the sites.

**9. RFP for CAD System:** The Director stated the sealed bids from RFP were opened, but she had not had a chance to thoroughly read through them yet. The RFP was sent to a few companies, including Zuercher, Tyler Solutions, and Spillman. Tyler

Solutions did not send in a bid. Spillman had not requested the RFP directly, but it was sent to their representatives, along with the addendums as they became available. The director received no correspondence from Spillman in response to the RFP.

In briefly looking at the Zuercher bid, the director had some things stand out to her. They do not currently have an interface with the Avtec radio system. This would allow for auto dispatch for toning fire and EMS. They also did not have the capability to allow an interface for dispatching from the GeoLynx map, but they could provide a basic interface to it. There was also an increase in pricing from the original quote that Sircomm had received prior to going out for bid. The Director stated that when she had completed her review, she would contact Zuercher for clarification on the line items, what they actually are, and the costs associated with each one.

Commissioner Johnson stated that he would suggest that Zuercher send someone out to meet with the Board one on one to address all concerns and issues before choosing to move forward with this CAD System. The Director stated that she would set that up.

**10. Center Report:** The Director reported that she had met with the Health Department and work on a plan of action if an Ebola outbreak or other health emergency were to happen.

Ms. Lindsey also shared that she was working with Brandy from Air St. Luke's and Dr. Kraal in an effort to get new EMD cards. They should be finished next week and will be available to be reviewed and approved by Dr. Kraal.

The issues with the Everbridge/CAN System are being addressed with much backtracking and cleanup taking place. It has become apparent that access was granted to many users and the person adding the users was actually from Everbridge. The list is being reviewed and updated with permission granted to a limited number of users. Those in need of the system seem to be willing to share the cost to maintain it.

On the Dispatch floor, our trainees, Sierra and Emily, have been signed off on fire continue to improve and Cassidy, who has been gone for one month for her paramedic training down in Louisiana, has returned and will begin her next phase of training on law. Karen, our new trainee that came from a dispatch center in Oregon, is still in the call taking phase but appears to be doing well. A teleconference was

held on Monday with Evan's console in order to get the dispatchers feedback on the floorplan and actual consoles of what they want and need could be discussed.

The Director shared the Telecommunicator's week went well and she was very appreciative to all of those that took the time to stop by and say thank you to the dispatchers. It really meant a lot to them. She also shared that the monthly staff meeting was held on the 18<sup>th</sup> and due to the low morale she had wanted to do something special and fun. A Super Hero theme was set into place with capes and masks for everyone. A ballot had been sent out in advance for everyone to vote for their super heroes such as Superman (faster than lightning), Ironman (High-Tech Genius) Gumby (Always Flexible), Captain America (Always stands up for what is right), Super Team Award (crew that did the best job in a bad situation) and so on, with the dispatchers themselves doing the voting. Pictures were taken of each dispatcher and their award in their Super Hero mask and cape and everyone really seemed to enjoy it even Captain Miller who joined in on the fun. His wife, Kayla, even made a cake for desert.

At the same time the dispatchers were taking there survey, the Director shared that she sent out a second survey to all of the agencies served by Sircomm for nominations to join in for two additional awards, telecommunicator of the year and the Legend award.

The Telecommunicator of the year award was for the dispatcher that was selected by their co-workers. The Legend award was selected by the responders to acknowledge the dispatcher that personifies the type of person whom each and every day sets out to make a difference to those he not only serves but also those he works with and when his job at Sircomm is finished, they will truly be missed. Upon leaving, they would be considered "the legend" of dispatch.

Beautiful etched plaques were made by Mason's Trophy and were awarded last night also. Both of these awards, voted on by the responders and the dispatchers, went to Destry Orth. Destry is very quiet, keeps to himself yet is always on task, thinking ahead and seeing the big picture. He truly is the calm voice of hope for callers and responders alike. He does a great job, and Sircomm is very lucky to have them on their team. It was very, very special and touching for Destry that his crew all agreed that was very deserving.

The Director stated that she hoped this could become a tradition that will be carried on. It was also shared that in doing the survey, everyone was encouraged to share their favorite dispatch story. The results were read out loud and everyone had to guess who the story was about. There was much laughter and it was a great way to celebrate each and every one of them. Hopefully it will help to bring the moral up and move on to bigger and better things.

The Director shared that the GeoComm project has begun and she was gathering information to set the mapping up to get the best possible results for Sircomm, however; assistance is needed from the commissioners on the County boundaries and how they were established and how they are laid out if possible.

The Director stated that she had received a call from Twin Falls Dispatch saying that their 911 System had been hacked. It had happened at several 911 Centers in Idaho. The Director stated that Century Link had been notified immediately asking them what they were doing to mitigate this from happening at Sircomm.

**11. Executive Session: The Board went into executive session at 1605 hrs.**

**A motion was made by Commissioner Howell to move into executive session; Idaho Code 74-206 (1) (a) & (b) Considering Personnel Matters. Commissioner Johnson second, all in favor, motion carries.**

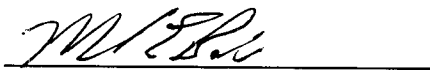
The Board came out of Executive Session at 1644

**A motion was made by Commissioner Howell to authorize the Director to offer the position of Deputy Director to the discussed candidate with the discussed details. Commissioner Johnson second, all in favor, motion carries.**

**Next Meeting: May 1, 2018**

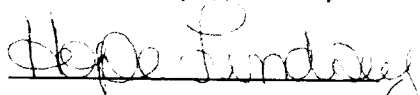
**Meeting adjourned at 1649hrs**

Chairman Mark Bolduc



Date 5/1/18

Director Hope Lindsey



Date 5/1/2018