

SIRCOMM JOINT POWERS BOARD

May 1, 2018

911 E. Ave H Jerome,

ID 83338

Those in attendance:

Commissioner Charles Howell-Jerome County
Commissioner Jack Johnson-Twin Falls County
Commissioner Mark Bolduc-Gooding County
Hope Lindsey- Director SIRCOMM
Chief Casey Kelly-Shoshone Fire
Tanya Stitt, Jerome Co. Emergency Coordinator
Mariann Schiewe-Admin. SIRCOMM
Susan Tenney-CPA
Matthew Dorsey-SIRCOMM
Chief Jeremy Presnell-Jerome City Fire
Jackie Frey-TFCO Emergency Coordinator
Deputy Chief Mike Harrison-Jerome City Fire
Zac Bradish-Zuercher Technology
Jesse Mund-Zuercher Technology

Meeting called to order 14:40 hrs.

Commissioner Johnson made a motion to amend the agenda (1) adding the appointment Lincoln County Commissioner Rebecca Wood to replace former Commissioner Cresley McConnell as the Lincoln County Representative to the SIRCOMM Joint Powers Board and (b) move item number eight (a) PTO payout up with item 3 under invoices presented for payment. Commissioner Bolduc second, all in favor motion carried.

Commissioner Johnson made a motion to appointment Lincoln County Commissioner Rebecca Wood as the Lincoln County Representative to the SIRCOMM Joint Powers Board. Commissioner Bolduc second, all in favor, motion carried.

- 1. Public Comment: None**
- 2. Correspondence: None**

3. **Invoices presented for payment:** After reviewing invoices and receiving clarification when necessary **Commissioner Johnson made a motion to approve the invoices for payment. Commissioner Bolduc second, all in favor, motion carried.**

8. (a) PTO Payout: Director Lindsey asked the board if approval was needed upon the anniversary date/PTO payout date for each dispatcher or if approval was only necessary, when the dispatcher was requesting a carry over on the PTO?

Commissioner Johnson noted this issue had been addressed and only if there was a request to carry over partial PTO, did the board need notification. Commissioner Bolduc was in agreement as a motion was already in place to cover the request.

The Director also stated that the CPA had brought it to her attention the PTO payout had not been accounted for in the current budget and how did the board want to adjust for the upcoming payouts. There is one payout for April, two in May and four in July which may be substantial. Three will possibly carry over some of their hours yet the amount we could be looking at for July will be approximately nineteen thousand. Funds may need to be moved to cover the payouts. Ms. Tenney shared the numbers she had for the upcoming payout.

Commissioner Johnson stated he did not like moving funds and was much more comfortable balancing funds out one time at the end of the year. Ms. Tenney stated she could track the funds either way and will set a reminder as to what the funds were used for. She also shared that she had received information from First Fed that the online banking will be down for a short time and she requested that time sheets be in as early as possible on those Monday mornings. For bank keeping purposes she also requested online access to account information only, as to be able to reconcile all of the accounts and update interest. A short discussion entailed current accounts and the possibility of moving monies from one account to ICCU Credit Union for a better interest rate and it being insured.

Following a short discussion, **Commissioner Howell made a motion to amend the agenda to allow CPA Susan Tenney permission to redistribute current CD's to Idaho Central Credit Union for better interest & insurance for this transaction only and authorizes permission for account to account information. Commissioner Johnson. Second. All in favor, motion carried.**

4. Approval of the Minutes:

A motion was made by Commissioner Johnson to approve the minutes as presented. Second by Commissioner Howell, all in favor, motion carried.

5. Employee Insurance/Insurance Renewal: The Director shared gathered information from the dispatchers regarding insurance benefits requested by the board after the presentation from HUB at the last meeting. She also reminded the board that a decision on the current insurance plan was needed by May 15th.

The commissioners felt the current plan appeared to be best option for the staff as they continue looking for options to assist with some type of assistance for the dependents of staff. The Director stated that open enrollment was the month of May and any changes had to be made by then. Commissioner Howell suggested that an insurance stipend may be an option. Ms. Tenney shared that the account that receives the tower rental fees and counties contributions is the account that covers the dispatchers' salaries. The commissioners stated that any increases would not be in the current budgets and would have to be approved by the counties. The discussion continued with several options and the costs of such options. It was also noted that there is only one open enrollment per year. The Director was asked to contact our current carrier for answers to several options that were being considered and to share the answers with them before the next meeting to assist in this decision.

6. RFP for the CAD Update: Director Lindsey stated that she had received a letter from Spillman regarding the RFP and she had forwarded that to legal. It stated that they would not be bidding; however they had some questionable concerns that she had addressed. She stated that she had forwarded all correspondences she had kept throughout the year from Spillman for clarification purposes.

Director Lindsey introduced the Zuercher Technology representatives present; Mr. Zach Bradish and Mr. Jesse Mund. The Director shared that she had concerns regarding the cost difference between the original quote for the new CAD system and the current bid. She stated that they had sat down and gone through and fine lined the bid and came up with a more appropriate set of numbers according to what SIRCOMM needed and what was quoted.

Commissioner Johnson shared that this was of concern to the board considering the mapping option had been taken out and that didn't seem to reflect in the cost of the system to which Mr. Bradish shared that there had been some price increases since

the original proposal was sent out last fall and that he had since sat down with the Director and adjusted several of the line items as to what features were actually being requested and those not necessary, they were able to bring the cost down approximately \$35,000 dollars. The Director also added that one of the discrepancy's that had been addressed, was that the original quote received by the previous director was for five consoles and she had requested six on the current bid, changing the cost on some of the line items.

The issue of the proposal bond that was added into the RFP by the Director on advice from legal was also addressed. This item is on page 13 and 14 of the RFP to which Commissioner Bolduc stated that it reads may and not shall. Commissioner Howell stated that he was under the assumption that it could not be awarded until advice from legal had been received.

The last concern the Director shared on that a performance bond of \$10,406, was added in by legal and the response from Zuercher response to that proposal was that it would be charged back to Sircomm.

Clarification on the performance bond was given by Commissioner Howell and the issue of the training trips that are paid for by Sircomm, was addressed. Mr. Bradish addressed and discussed the all remaining concerns and shared options that can be added at a later date. He also stated that he feels that the last training trip is for Zuercher's comfort when the program goes live and would cover the cost \$3500 cost. The Board asked for clarification on the performance bond, MDT's, project manager fees, features Sircomm may want to add on in the future. The issue of outside agency's ability to piggyback off of the Sircomm System was discussed. A list of items added and taken out of the proposed contract were summarized and Commissioner Johnson shared that once the proposal has come back from our legal, the Board could authorize the Director to sign the contract and move forward on the project.

7. Radio/Frequency Updates: The Director stated they had run into a few snags with the frequencies Sircomm had applied for. The Director stated she had received an email that Twin Falls had applied for and received frequencies that Sircomm had applied for; taking away several frequencies we had counted on. It appears the city of Twin Falls took all 6 of the TAC channels. She was not sure how this occurred as everyone was kept in the loop as to the upcoming proposed frequency changes. So once again a rearranging of frequency channels is being worked through.

Commissioner Johnson asked if Law Enforcement had signed off as it concerns them, to which both Chief Kelley & the Director stated that LE had been contacted several times and have failed to get involved. Chief Presnell stated that they had requested a gathering and clarification on how it works and will actually need to be done ahead of the change. A discussion entailed on channels being used versus the number of agencies using them. Chief Kelly stated that there would be designated channels and different frequencies. It was suggested that a meeting be set up and clarifications and procedures with both Fire and Law Enforcement.

The question was asked by Commissioner Johnson as to why Twin Falls City needed more frequencies and channels and what they currently had available and what was needed for coverage and to prevent channel bleed over. The Director stated that she would find answers to all of their questions and have answers at the next meeting.

The Director asked the Board for clarification on the reprogramming of Public Safety Grade radios. Sircomm has agreed to reprogram those radio's; however she would like an MOU for the radio's that are not the Public Safety Grade Radios before the meeting with the Fire Advisory Board as this has caused some controversy.

Commissioner Johnson stated that he felt this had been addressed in a previous meeting. Commissioner Howell shared that he recalled that Sean stated that he would reprogram all PSG radios and that those that were not up to the requested Public Safety Grade would need to be taken to the original vendors for programming and send the invoice to Sircomm. The Director will send this over to legal for approval and get an MOU out to all of the agencies.

8. Center Report: The Director shared that Shannon had just returned from the ILET's conference. Shannon is the ILET's TAC representative and while she was there she was able to get clarification on several questions and issues we have encountered. Sircomm is currently preparing for the ILET's audit in September sending out forms for each agency to fill out only to have Shannon informed that the forms are going to change when the new ILET's director steps in, therefore we are going to wait until we receive the new forms before continuing.

Staffing Level : The Director stated that one part time dispatcher is moving back to full time status, and one has chosen to take a step back in her training. When questioned, she clearly stated that her only issue is the frustration with EIS and she feels that by the time she gets all of this down we will be changing CADs. She plans on

coming back when the new system is coming in. There is one full time dispatcher that is on medical leave and will be back in one week.

The Director stated that the Tower rental issues had all been turned over Cell Site Support, LLC and that they had been in touch with our legal and they will hand all issues that come up.

Commissioner Johnson stated that Paul Smith the custodian of the Twin Falls Silo Tower had contacted him and would like to come speak to the board regarding the issues at the Silo. He asked the Director to reach out to Mr. Smith to possibly getting him on the next agenda.

9. Executive Session: The Board went into executive session at 1559 hrs.

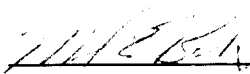
A motion was made by Commissioner Howell to move into executive session; Idaho Code 74-206 (1) (a) & (b) Considering Personnel Matters. Commissioner Johnson second, all in favor, motion carries.

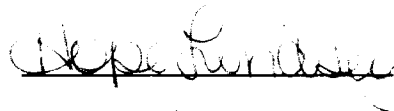
The Board came out of Executive Session at 1630

Next Meeting: June 5, 2018 1400hrs

Chairman Mark Bolduc

Director Hope Lindsey

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Date May 15, 2018

Date 5/15/18