

SIRCOMM JOINT POWERS BOARD

February 14, 2019

SIRCOMM Conf. Room

911 E Ave. H

Jerome, ID 83338

Those in attendance:

Commissioner Jack Johnson, Twin Falls County

Commissioner Rebecca Wood, Lincoln County- Via Conference Line

Hope Lindsey, Director SIRCOMM

Kristy Churchman, Sircomm Int. Deputy Director

Mariann Schiewe, SIRCOMM

Cameron Dirks, Rock Creek Fire

Susan Tenney, CPA

Chief Casey Kelley, Shoshone Fire Dept.

Capt. Tim Miller, Twin Falls Sheriff's Office

Tanya Stitt, Jerome County OEM

Meeting called to order 0900 hrs.

Commissioner Wood joined the meeting via conference line.

1. Public Comment: Chief Kelley shared that he had been working with Sean and that the radio coverage is the best it has ever been up in the Lincoln County area. He has had clear coverage from the foothills of Shoshone and it was great during the accident at Bear Claw where he normally lost coverage going over the hill. He also noted that the consensus at the fire chiefs meeting was that this is the best it has ever been and he really appreciated what Sean was doing. Sean assured him that the scratchiness will clear up with the last stage of fine tuning.

Capt. Miller stated the using the portable radios down in Jackpot was also good, and Director Lindsey stated that Sean was in Blaine County and was able to get 50% coverage.

2. Correspondence: Director Lindsey shared that Sircomm was featured on KMVT with the new Rapid SOS feature on our mapping system. It was not due to go live for about a week; however, Angel Hunsaker received a call on an incident, driver versus deer, and the driver did not know his location. Angel bid the call to Phase I of our mapping system that pings off of the nearest cell tower, it put the call in Gooding. The officer was unable to locate. Angel then rebid the call to Phase two for a closer reading, and it went to Blaine Co. Law Enforcement was still unable to locate. When she bid the call for a third time, she saw a green dot on the map. She clicked on it and found it was the Rapid SOS feature that we were unaware had been turned on. With the information Angel was able to direct the officer to the exact location.

3. Action Item: Current Fiscal Statement/Invoices Presented for Payment:

Commissioner Johnson inquired as to the Century Link invoice in the amount of \$7,408.57 and was it always that high?

Director Lindsey stated that this invoice is for the Ani/Ali feature on our system that is the caller ID and location, and yes it runs in that range every month. She also shared that she is looking into another option comparable to the Century Link feature, and will bring that information to the board when it is available. She also stated that the question from the last meeting regarding the personnel budget was answered by the CPA as a mistake in the calculations on the percentages. It was brought to the Boards attention also that there is an issue with our Verizon account. Since removing the previous director's name from the account, an invoice had not been received. We will be paying all the way back to November, and they did acknowledge that a bill had not been sent to us. The Director stated she had been on the phone several times for long periods of time with the government rep, and hopefully that will be cleared up this week with no late fees.

Also the invoice for Naylor/Hales was also higher due to the fees for the internal investigation conducted in December.

A motion was made by Commissioner Wood to approve payment of invoices for payment from the fee fund in the amount of \$138,958.54. Commissioner Johnson second, all in favor, motion carried.

A motion was made by Commissioner Wood to approve payment of invoices for payment for Blue Cross, LifeMap and Delta Dental in the amount of \$10,545.49 Commissioner Johnson second, all in favor, motion carried.

4. Action Item: Approval of the Minutes from January 24th, 2019: After reviewing the minutes, Commissioner Johnson asked for a correction on the date. **Commissioner Wood made a motion to accept the minutes with correction. Second by Commissioner Johnson, all in favor, motion carried.**

5. Action Item: Approval of Document Destruction: The Director provided a list that had 25 boxes/binders of documents (see attached) due to be destroyed according to the Sircomm/State records retention policy.

Commissioner's Johnson and Wood reviewed the list and agreed that according to policy and code the presented items fit the guidelines for destruction.

Commissioner Wood made a motion to approve the destruction of items as listed. Second by Commissioner Johnson, all in favor, motion carried.

6. Action Item: Vacation Payout & Approval of PTO Payout: Director Lindsey requested the Board's approval for the PTO payout for dispatcher Sue Spain with the accumulated 232 PTO hours. Dispatcher Tracy Koyle requested to be paid out for 100 of her PTO hours and carry over her remaining 74 hours in case of upcoming issues.

The Director stated that vacations and time off are now be granted and that the accumulation of PTO is being reduced. Commissioner Johnson also addressed Ms. Tenny, Sircomm's CPA, if this would be an issue with the "A" budget, to which she replied it would not.

Commissioner Wood made a motion to approve the payout to of 232 PTO hours to dispatcher Sue Spain and the payout of 100 hours to Tracy Koyle and allowing her to carry over her remaining 74 hours. Second by Commissioner Johnson, all in favor, motion carried.

Commissioner Johnson asked that it be noted that the accumulated PTO hours were due to the staffing levels and are an unfunded liability for Sircomm resulting in these mandated payouts.

7. Radio & Tower Systems Update: The Director stated that she had received the frequency list and the only issue she felt would arise would be the questioning on the MVE channel which is a nationally mandated medical channel. MVP, Gooding Co EMS, and Lincoln Co EMS will be taking over this channel which is truly assigned by the state as a medical only channel. This will allow all of the MVP traffic its own

channel and not have to compete or share with fire. The fire in Murtaugh recently is a good example of the radio traffic issues where the different agencies were walking on each during an incident.

Commissioner Johnson asked if the Magic Valley Emergency channel was truly just a med channel as he was under the impression that it had been previously been approved for usage by other agencies for the last 20 years.

Director Lindsey stated, that yes this is a Nationally Assigned Med Channel and Capt. Miller added that this has been an issue for years and agencies have been informed on this fact and have just taken no action to correct the issue.

The Director went on to explain the proposed command channels and how they can be patched when necessary and Sircomm is working on a plan for the Law 3 channel to replace the MVE channel going to MVP. It was noted the Magic Valley All Call could be used by law enforcement. The Director stated that she had reached out to Boise regarding the MVE channel being used for med units only and it was verified that yes, this frequency is used for meds only on a national level.

Director Lindsey went on to share that Rocky Mountain Electric (specific vendor for the Eaton UPS) would be out to commission the new UPS on Monday. More power is being added to the modular to support the consoles as there was not enough power to support all of the equipment. She went on to explain the electrical issue that occurred at the Hansen Tower leaving Rock Creek with scratchy and/or no radio contact.

Mr. Dirks from Rock Creek Fire requested that when such an instance occurs, would Dispatch give agencies involved a heads up with a text or call, so as to work around the communication issues. The Director stated yes, absolutely, they could do that.

The Director brought it to the Board's attention that Sircomm had just received a check from RACOMM Corp, one of the vendors working on the new system in the amount of \$52,417.00. Sean found that what we had paid for is not what was delivered and they had put into their contract. We had also contracted to have one of their engineers fly out to install their product. They had sent a technician and when issue came up, Sean contacted the manufacturer, and they sent their engineer out on their dime and a refund check was sent. However, that money will be absorbed into all of the other issues coming up. Thank you to Sean for being so diligent on Sircomm's behalf.

8. Action Item- Dispatch Floor Resurfacing or Replacement: Director Lindsey stated that the special tiles used on the dispatch floor were in need of replacement and that there were two options. Used one could be purchased for about \$20.00 a tile or new tiles at \$55.00 per tile, and 360 tiles will be needed. So the cost would be \$7200 or \$19,800.

Commissioner Johnson stated that he would like the entire Board present to discuss this issue and asked to table this discussion. Commissioner Wood agreed to table this item.

9. Sircomm Vehicle Replacement Update: The Director reported that she had heard back from Con Paulos and they have offered \$6000 on the Equinox as is (no repairs) and they have not come back with a quote for another vehicle. She stated that she has reached out to Middlekauff, Rich Cook, Goode Motors and Smith Chevrolet, and due to it being a government quote, she has only received one quote.

Chief Kelly stated that they had worked with Young dealership in Burley as had several other agencies. A short discussion entailed as to pricing, time frame make and model that was desired. Ms. Tenney confirmed that they had budgeted for a replacement vehicle in this fiscal budget.

10. Center Report: The plan is to move dispatch to the modular by the last week of the month and all wiring will be coming out of the dispatch floor. Equipment room one is almost complete and the second is close. There has been a discussion of fire wall change and the Director is following up with Ben, however with Zuercher, we have to research all of the issues ahead of time. We are completing a system review of the dispatch side of the new CAD System now that admin and personnel has been completed. An overview was done last week and it appears we are ahead of schedule. In two weeks a meeting has been set up with Zuercher to go over everything and make sure we have an understanding of the system and get all of our questions and concerns out of the way. Training for the dispatchers & MDTs have been set for May and the go live in June.

Director Lindsey shared that there was a Fire/EMS Advisory Board Meeting and all went well. An update was given on the frequencies. Information was also shared on the 1st Responders Conference on mental health. Chief Kelley was re-elected to represent the Fire Agencies on the Sircomm Advisory Board for one more year.

The Director stated that she had met with the consultant's doing the assessment for EMS overview and that Sircomm is in the middle of the annual audit.

Next Meeting: February 28th, 2019 0900hrs

Meeting adjourned 0945 hrs.

The Board went into Executive Session at 0948hrs.

Commissioner Wood made a motion to move into executive session at 0945hrs Idaho Code 74 206 1 (a) (b). Commissioner Johnson second. Roll Call vote, all in favor, motion passed.

~~Chairman Mark Bolduc~~
Commissioner C. Howell

Charles on Howell
Date 3/1/19

Director Hope Lindsey

Hope Lindsey
Date 3/1/19