



SIRCOMM Joint Powers Board Meeting

April 26th, 2016 SIRCOMM Conference Room

911 E Ave. H Jerome, ID 83338

Those in attendance:

Commissioner Mills-Twin Falls County
Commissioner McConnell-Lincoln County
Commissioner Howell-Jerome County
Commissioner Bolduc-Gooding County
Director Moore-Director SIRCOMM
Kristy Churchman, Deputy Director-SIRCOMM
Mariann Schiewe-Admin. SIRCOMM
Susan Tenney- Accountant
James Pennington-Magic Valley Paramedics
Scott Hunsaker-Auditor
Sean Tajkowski-United Communications Network

Commissioner McConnell called the meeting to order at 1400 hours

- **Annual Audit:** The annual audit reports were handed out by Mr. Hunsaker (Mahlke Hunsaker & Co, PLLC-Auditor) and reviewed by those present. Mr. Hunsaker stated that the report appeared different this year as there was a change in the accounting principles due to the change in PERSI by the state. Mr. Hunsaker went through the report covering the new Gatsby 68 (Unfunded Liability) and other changes from last

year's audit. He noted that he felt that the positive report was due to the internal controls and the separation of accounting.

- **Public Comment:** None
- **Correspondence:** None
- **Sean Tajkowski-Unified Communications Network**

Director Moore introduced Mr. Tajkowski and also Sgt. Eric Zimmerman from the Idaho National Guard Weapons of Mass Destruction-Civil Support Team-Federal/Civilian Interface. Sgt. Zimmerman shared his interest in working with SIRCOMM and Unified Communications Network in the best interest of public safety and future interoperability.

Mr. Tajkowski shared his background in communications and also the motion picture business stating that he has worked with communication networks worldwide and was here today to bring to light the possibilities of working with SIRCOMM and surrounding agencies to bring emergency communication interoperability to this region at an affordable cost.

Mr. Tajkowski introduced ESChat and demonstrated its functionality and cost saving possibilities for SIRCOMM and surrounding agencies in "Specialized Communications" throughout the region, nation and internationally. It was noted that SIRCOMM and Ketchum Fire have been testing the ESChat and found the coverage, ease of use and cost to be very valuable tools for the future of interoperability for SIRCOMM and the agencies they serve.

Mr. Tajkowski shared with the group that the Unified Communications Network is a Co-Op of concerned individuals working together in bringing this specialized communications to those capable of growing the interoperability throughout the area with equipment and knowledge that is already available. This is not a non-profit, it's a cooperative of emergency services (local, state and federal) acting in a mutual aid role. Sean is also not a vender, he provides consultation as an in-kind service to groups nationwide both Civil and Federal.

He further stated that SIRCOMM has a very robust communications system and that SIRCOMM has one of the better systems in the State and surrounding States. This is due to the oversight of the Joint Powers Board and Director Moore in preparing for the future and building a system that is interoperable and can be maintained and built upon for future growth.

Following a question and answer session the Joint Powers Board thanked Mr. Tajkowski and expressed their appreciation and anticipation of future projects with his group.

- **Executive Session w/ Mr. Naylor & Mr. Hales via telephone conference:**

Commissioner Mills moved the Board go into executive session.

Commissioner Bolduc second, all in favor, motion passed.

Roger Hales joined via telephone. There after a discussion took place with legal counsel regarding the options available to continue utilizing and or to acquire the Sunset Butte tower property, including the adoption of a potential resolution authorizing condemnation.

The Joint Powers Board came out of executive session at 1530 hrs.

A discussion entailed regarding the Sunset Butte Tower Site. Commissioners shared that they felt SIRCOMM had exhausted all reasonable options concerning the purchase of the site. Commissioner Howell inquired into the possibility of installing two new towers in nearby locations, and Commissioner Mills suggested land that Twin Falls County owned 2-3 miles north of the current site and Director Moore stated the current location was needed for the best coverage available.

Commissioner Bolduc made a motion to adopt resolution 2016-001. As well as Authorize staff and legal counsel to initiate action in the Fifth Judicial District to condemn the property necessary for the emergency communications tower and all facilities necessary to operate the communications service and right-of-way easement necessary to access the tower site.

Commissioner Howell second, roll call was taken. All in favor, motion passed.

- **Approval of minutes from the March 2016 Meeting:** After reviewing the minutes from the March JPB meeting and noting where corrections were necessary a **motion was made by Commissioner Mills to approve the minutes with corrections.** Commissioner Howell second the motion, all in favor, motion passed.

- **Financial Report:**

The commissioners scanned the financial report prepared by the accountant and were advised that SIRCOMM is at 60% of its expense for the current budget year with income being slightly behind a month. It appears that overtime is coming down as new trainees come on board.

Commissioner Mills made a motion to accept the financial report as stands, Commissioner Bolduc second, all in favor, motion carries.

- **Blue Cross Renewal:**

Director Moore reported that the Blue Cross rates went up 3% this year. The board agreed to leave the SIRCOMM policy in place as it stands.

- **Idaho Central Credit Union:**

Director Moore indicated that he had researched Idaho Central Credit Union as requested and would like to proceed in moving money from Columbia Bank to a new account at Idaho Central Credit Union.

A motion was made by Commissioner Mills to take money from Columbia Bank to open a new account with Idaho Central Credit Union. Commissioner Howell second, all in favor, motion carried.

- **AT & T Jerome and Dietrich Tower Site Amendments:**

Two new contracts have been drafted by Director Moore asking for a monthly rental increase for each site. He asked that Chairman McConnell be authorized by the board to approve the amendments when returned from AT &T.

A motion was made by Commissioner Mills to authorize Chairman McConnell to approve and sign the new AT &T contracts when returned. Commissioner Bolduc second, all in favor, motion.

- **Filer Telephone-Hansen Tower Site:**

Director Moore shared that Filer Mutual has sent a request to rent space on SIRCOMM's Tower Site in Hansen and a contract is being drafted regarding the rent amount and length of lease. The board agreed that when the contract is finished and approved by lawyers, that the chairman be approved to sign the contract.

- **Conference Room/EOC Project Update**

The EOC Project will be open for bids on May 24th at 0900 hours and will be properly posted in the local newspaper.

- **Office Furniture for Director and Admin. Assistant Office:**

Pictures and prices were presented for replacement of current office furniture from T & S Office supply for the Director's Office, The Deputy Director's office and the administrative assistant's office. It was noted that it had been over 15 years since any office updates had taken place. The board acknowledged it was time to do so and gave the OK to move ahead with the improvements.

- **EIS Records Management System:**

The commissioner's inquired as to the progress EIS was making with the request SIRCOMM had submitted for repairs. Deputy Director Churchman stated that as of March 6, EIS had completed 6 repairs tickets with ten open tickets still pending. A discussion entailed on surrounding agencies concerns with SIRCOMM and EIS continuing relationship and the ability for interoperability with said agencies. It was noted that a deadline was given to EIS of July and Director Moore stated he would contact EIS for an update. It was the general consensus that if progress was not being made, it would be appropriate to move forward with a new plan.

- **CPR Training at Off-Site Locations:**

The Deputy Director shared that the free CPR classes were fully booked through the fall and that one class was going to be conducted off-site at Jerome Cheese and Petruzzelli Electric's employees were coming here for a training . The commissioners shared concern for the amount of time required of the Deputy Director and expressed concern for her wellbeing and suggested that classes be held monthly on site only.

The question arose as to the cost of offering these classes and Deputy Director Churchman stated that there was a charge of \$5.00 for the CPR cards and her time. The workbooks used during the classes stayed here and were not handed out to be taken home. She shared that the publicity had been extremely positive for SIRCOMM and she enjoyed doing it.

- **2016/2017 Budget Discussion & Direction:** Director Moore shared the first draft of the A budget with the board stating that income was down and he suggested a 3% increase to each county. After a discussion regarding current funds available for staff benefits and annual COLA wage adjustments, the commissioners felt that an increase to the counties was not necessary at this time. Deputy Director Churchman was asked to review the dispatcher's range of pay scale and merit increases and present it to the commissioners at a future date.

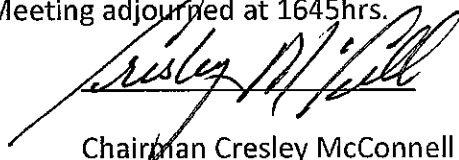
- **Twin Falls Silo Discussion: None**
- **Staff Reports:** Deputy Director Churchman noted that there are 11 full time dispatchers and that one trainee was in the third phase of her training and doing very well. There are two new candidates that will begin the classroom process the first week of May.

A call volume report was shared with the commissioners showing an increase of 911 calls from cell phones. It was noted that two of the dispatchers would be attending the ILETS conference in Boise and the CPR classes are going well as reported.

- **Open Comment:** Director Moore shared that the staff BBQ for dispatcher appreciation week was well attended, the food was good and two plaques were handed out for 16 years of service to Julie Haycock and 10 years of service to Brian Murphy

Next Meeting: May 17, 2016, 1400 hrs at SIRCOMM

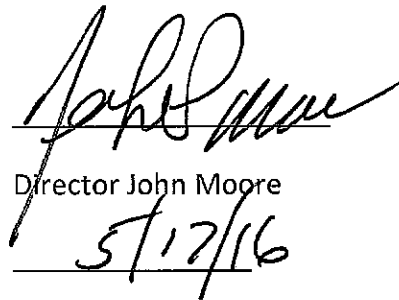
Meeting adjourned at 1645hrs.



Chairman Cresley McConnell

05/17/2016

Date



Director John Moore

5/17/16

Date