

**SIRCOMM**

**Joint Powers Board Meeting**

**July 19<sup>th</sup>, 2016**

**SIRCOMM Conf. Room**

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

Those in attendance:

Commissioner Mills-Twin Falls County

Commissioner Howell-Jerome County

Commissioner Bolduc-Gooding County

Director Moore-Director SIRCOMM

Kristy Churchman, Deputy Director-SIRCOMM

Mariann Schiewe-Admin. SIRCOMM

**Commissioner Mills called the meeting to order at 1400 hours**

- **Public Comment:** None
- **Correspondence:** Director Moore shared a Level I Certificate from POST Academy for Dispatcher Stephanie Bowman. It was also noted she has completed her two week training at the POST Academy.
- **Sunset Butte Tower Property:** Director Moore stated that he had sent the legal packet of information from the attorney regarding the Tower Site to each of the commissioners with the filing and pretrial date information included. It was noted that the attorneys felt it may be a year down the road before any action actually took place, however, the director will bring them up to date at the next board meeting on any changes.
- **Approval of minutes from the May JPB 2016 Meeting:** After reviewing the minutes from the regular session, **a motion was made by Commissioner Howell to approve the minutes with corrections regarding the County of Twin Falls charging the City of Hansen for emergency services provided by the City of Kimberly. Commissioner Bolduc, second the motion, all in favor, motion passed.**

- **Financial Report:** This item was moved to be combined with the budget discussion-item 13.
- **Radio System Update:** Director Moore stated that the part for the new transmitter installed down on Hwy 93 came in today and will be repaired tomorrow to get it back up and running. It has proved to be a very positive improvement down in that area.

The board was informed that three of the existing SIRCOMM Tower sites do not have all available channels at this time; however SIRCOMM is in the process of bringing these towers up to date. It was also shared that Teton Communications' does not feel they can give SIRCOMM 24hr support at this time and are looking for a solution for this problem. Twin Falls City has encountered the same issue and can possibly work with SIRCOMM to resolve the issue. Commissioner Mills asked the board be kept informed on any progress suggesting that it may be possible to find a tech that Teton Communications can train and work with in their absence for an affordable fee. It was suggested that an inquiry be made to Teton Communication's into the possibility of them putting a full time tech down here in our area and what would it take on SIRCOMM's part to make this a possible option? Director Moore stated he would meet with Mr. Hafla and look into other options and keep the board informed on the outcomes.

- **IPSCC Update-**Director Moore shared that he had been appointed to the Board of The Idaho Public Safety Communications Commission for the next four years by Governor Otter.
- **Office of Emergency Communications Update:** An outside Audit of SIRCOMM had been conducted last month by representatives from the Office of Emergency Communications (formerly Homeland Security) in evaluating SIRCOMM with other 911 Centers throughout the nation. It was reported that SIRCOMM was very professional and competent center. After speaking with the dispatchers and administration, it was shared by the representatives that the challenges we face here at

SIRCOMM are the same as that other centers deal with daily also. Overall SIRCOMM received very positive feedback and a final report will be sent upon completion of the audit.

- **Law Enforcement Advisory Committee Update:** The Advisory Committee held their meeting on July 13<sup>th</sup> at SIRCOMM with approximately 10 members of the committee being present. However a new chairman and vice chair could not be elected according to the committees by-laws if a sheriff was not present and there was not a sheriff present at the meeting. The group agreed it may be necessary for each sheriff to appoint a representative from his office when the sheriff is not available in order to give the committee the ability to move forward when implementing changes and making decisions for law enforcement in the area.

Those in attendance agreed that ESChat was a valuable tool for law enforcement and would like to move forward in putting more units out there beginning with Chief Perry in Kimberly. Director Moore will meet with Kimberly Police Department this week to get it set up.

- **Language Line Update:** It was discovered by Director Moore that over the past several years Language Line had been overcharging SIRCOMM according to the last contract signed. A total of \$7800 had been overpaid and a check from Language Line had been received with the monies going back into the fee fund, noting overpayment issue.
- **2017 ISPPC Grant Application:** Director Moore stated that he was in the process of completing the 2017 grand in hopes that funds will come available to overhaul the GIS system here at SIRCOMM. He had originally attempted to enroll other counties into making this a regional project; however, due to a lack of response, he is moving forward in completing this as a SIRCOMM project. The grant is due in Boise July 31<sup>st</sup>, and he will need the board's signatures before submission.
- **EIS CAD and RMS Discussion:** Deputy Director Churchman noted that the deadline for EIS to complete the list of repairs be addressed submitted by SIRCOMM is July 31<sup>st</sup>. Of the 19 items submitted, 9 or 10 still needs to be addressed, one item being the ability to confirm an address in the CAD.

Deputy Director Churchman stated that she had been informed that some of the issues had been corrected and just needed to be uploaded into our CAD system.

Commissioner Howell questioned Deputy Director Churchman as to her satisfaction with the work that had been completed and the service that EIS has provided? She did note that at times dealing with EIS had been frustrating; however, they seem to working to get the system repaired and uploaded. Commissioner Bolduc stated that the same issue could arise with another company. It was suggested that Deputy Director go to the EIS office in Mountain Home to test the issues we are having, to see if it is our CAD or an overall problem. The board felt it might be necessary to put an addendum into our contract with EIS that if specific issues come up in the future, then any and all contracts with them will become null and void. The consensus was that if EIS could get their system up and operating it would be preferable to starting from scratch with a new system.

Deputy Director Churchman noted that the local agencies had inquired if SIRCOMM would acquire the RMS software licenses with EIS and Director Moore stated that that would depend on the future relationship SIRCOMM has with EIS.

Deputy Director Churchman also shared that she received complaints daily regarding the CAD and the computers and that she was not sure if it was always an EIS issue or a Stephenson Computer issue. Commissioner Mills suggested that the computers may need to be updated annually as they are on 24 hours a day, 7 days a week never being turned off. Director Moore stated that funds had been budgeted to replace the current equipment and the board was in agreement that they should move forward on this project with Ben at Stephenson's.

- Director Moore shared an email he had received from the State Communications requesting permission to add a dish onto the SIRCOMM tower in Jerome to assist the new Jerome County Jail with a connection for ILETS.

Director Moore also shared the need to update the camera and entry card system at SIRCOMM and was in the process of getting a bid to replace the

old system. It is possible that the current system of entry cards will be replaced with the use of fobs. The estimated cost is \$12,000. It would give administration the ability to lock all offices as necessary and monitor the traffic in and out of SIRCOMM.

**Commissioner Howell made a motion giving Director Moore permission to move forward on the new security system. Commissioner Bolduc second. All in favor, motion carried.**

- **Staff Report:** Deputy Director Churchman shared that there are currently 11 full time dispatchers, 5 part-time and one trainee that is coming up on his evaluation next week. It was noted that trainee had quit last week due to personal problems. A Twin Falls dispatcher that fills in as part time has expressed an interest in coming on full time and she is following up on that.

Director Moore shared that he and Commissioner Howell had approached Don Hall regarding starting a class at CSI on dispatch training. Not just for SIRCOMM, but for all types of dispatching. The groundwork that is necessary to move into a real job at dispatching. All present felt this would be a great asset and suggested that the idea be supported.

- **2016/2017 Budget Discussion and Direction:** Deputy Director Churchman has contacted other counties for information comparing the SIRCOMM current wage structure with that of dispatchers throughout the state. In doing so she has put together a proposed wage structure with new positions, such as trainers, and considered the time employed, class and qualifications. It proposed that the higher the level, the higher the wage.

The question from the board was did SIRCOMM have the monies available to support the new wage structure? A short discussion entailed as to the income support from the counties and the current tower rent collected that reworking the "A" budget that it may be possible to cover the increase. There would be coverage for this year; however, more research was necessary to have a feel for the future funds. A 3% increase to the counties each year could be used to figure the future income and Director Moore was asked to refigure the "A" budget with the figures provided by Deputy Director Churchman. Commissioner Mills felt comfortable with the numbers provided for the new wage structure and asked for the new

numbers to be plugged in and a revised "A" budget report to be available for review at the next meeting.

The "B" budget was reviewed with Director Moore sharing that the spare generator will be kept for emergency use and that the cost to add the RMS/MDT units has been input into the budget along with the overhaul of the GIS system. CAN fees have also been added to the budget for next year and the board was in consensus that "B" budget looked good.

- **Open Comment: None**
- **Executive Session:** The board moved into executive session at 1625hrs.
- **Out of executive session at 1645 hrs.**

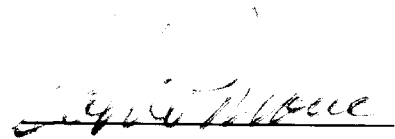
**Next Meeting:** August 16th, 1400hrs at SIRCOMM

Meeting adjourned at 1650hrs.



Chairman Cresley McConnell

Date 08/16/2016



Director John Moore

Date 8/16/16