

SIRCOMM Joint Powers Board Meeting Minutes January 20, 2015

Those in attendance: Commissioner McConnell, Commissioner Mills, Commissioner Howell, Director Moore, Brandon Redmond (Consultant), Mariann Schiewe, (Admin. Assistant)

Commissioner Howell called the meeting to order at 1406 hours. Commissioner Howell moved to enter a motion to amend the agenda to add the election of new board officers, AT&T Bill of Sale and the E.I.S. Annual Maintenance Agreement. Motion was seconded by Commissioner McConnell, all in favor, motion carried.

Commissioner Howell nominated Commissioner Mills as the new board chairman, Commissioner McConnell second. Nominations ceased, all in favor. Commissioner Mills accepted. Commissioner Howell nominated Commissioner McConnell as board vice chair, Commissioner Mills second, nominations ceased, all in favor. Commissioner McConnell accepted. Motions carried.

Commissioner Howell deferred the chair to Commissioner Mills.

There was no Public Comment.
There was no Correspondence.

Commissioner McConnell moved to approve the Minutes of 18 November 2014 with corrections. Commissioner Howell second, all in favor, motion carried.

Commissioner Mills moved to approve the Minutes of executive session on 8 December 2014. Commissioner McConnell second, all in favor, motion carried.

Discussion on the financial report, Director Moore stated that the GIS expense was for a much needed GIS printer. The higher background investigation expenses were due to the potential employees and that the overtime expense will be going down as the trainees are released to work a position over the coming year.

Director Moore reported that the audit and analysis of last year will be available in February.

Discussion on the Law Enforcement meeting today at 1300 hrs; Director Moore stated there were 8 officers present and the meeting went well. Director Moore shared the LE concern over the request for use of the language line when requested by an officer. The board discussed the concern and instructed Director Moore to proceed as recommended by the Law Enforcement Advisory Committee that use of the language line will be used at an officer's discretion not to be questioned or abused. Director Moore will send memo to staff regarding this new policy immediately.

It was also noted by Director Moore that Twin Falls Law Enforcement offered to host next month's LE and JPB meetings, February 17th, in their new training facility at 450 6th Ave W, in Twin Falls.

Director Moore noted that a few employees questioned the current formula used to distribute PTO. Director Moore explained that 24 days of PTO are assigned annually. However there are two months with three paydays and on those 2 paydays no PTO will be assigned. Director Moore shared the alternative method of accumulating PTO by hours worked. **Commissioner Mills moved to continue with the current formula, Commissioner Howell second. All in favor, motion carried.**

A request was made by the Commissioners for new manuals. Director Moore will send out in PDF Format to the board.

Director Moore commented on the Tait Quasi Sync. He stated that he has been in contact with Teton Communications weekly in reference to getting the Quasi Sync replaced. There are some possible problems that have been discovered and that Tait is looking at these as well. Teton Communications will be in contact with SIRCOMM and we should have answers within the next month and a schedule for installations.

In reference to an earlier discussion Director Moore noted that the lawyers are working on the draft RFP for communication system analysis before moving on and will advise the Board when that is ready to send. Discussion on a strategic plan for SIRCOMM and what will be necessary in six months, one year and five years with the communications system.

It was noted that SIRCOMM is working with the City of Twin Falls in establishing cooperation using Citizen Alert System (C.A.N.) for both dispatch centers. Several meetings have been held and joint training and press releases will be scheduled in the near future

Discussion on the Deputy Director Position; Director Moore stated that the job description and requirements were posted on several 911 job sites two weeks ago. He has received one application and two inquiries so far. All inquires were from outside our coverage area. Brandon stated that his contract will be ending soon; however, he would like to stay on through the hiring process of a Deputy Director. The Board agreed unanimously and discussed the lack of applications for the position considering wage and benefits being offered for the position. Commissioner Mills suggested advertising in different areas. The Board suggested the applicant should live in the SIRCOMM coverage area and if more applications do not come in by February 9th, that the job description/requirements be refined and reposted. Discussion was tabled until February JPB meeting.

Discussion on staffing; Director Moore stated that SIRCOMM has 10 employees currently on staff with one coming back from maternity leave. They lost 1 person during their training period, one person was finished training on Law and is now finishing training on the other positions. There are 2 employees in training, with 3 in final background checks.

Discussion on the CAD/MDT update; Director Moore explained that the change has been completed and that change is sometimes not welcome by all, however, there were no real problems that could not be repaired or explained.

A switch has been installed that will allow SIRCOMM to route all 911 calls to Twin Falls involving anyone else. The City of Twin Falls has the same switch on their end to route 911 calls to SIRCOMM. This was done in the event that something happened and one of the Public Safety Answering Points (PSAP) is unable to answer 911 calls. Director Moore and Lt. Stotts are working on finalizing procedures, and will be working on radio communications as the next step in the process.

Director Moore shared that he received a call from AT&T in December that they were being asked to vacate the Idaho Power Tower on Bell Rapids. It is Our Hagerman Site that years ago, SIRCOMM had entered into an agreement with AT&T to co-reside in their leased facility and use the power plant they had in place. Director Moore stated that several phone calls were made to Idaho Power and they are letting us remain on the site and a lease agreement was prepared by them and was reviewed by Naylor & Hales to be reviewed & signed by the 20th. Upon vacating the site, AT&T has offered to give SIRCOMM The plant, the 3 ton HVAC unit, the Cable ladder Omni Coax that is going up over the tower and the meter base. A contract has been drawn up for a "Bill of Sale" for said items, signed by Cingular Wireless Executive, and presented to Board for signature from Board Chair. No motion was required for signing. Lease was signed by Commissioner Mills and filed in the records.

A motion was made by Commissioner McConnell that it was suggested by the Board and Director Moore that a formal thank you note be drafted, signed by the Commissioner from Twin falls County, and sent to both AT&T and Idaho Power for gifting of the facilities & equipment. Second by Commissioner Howell, all in favor, motion carried.

Brandon suggested a thank you in the form of a press release regarding gifts from both Idaho Power & AT&T. He will take care of it personally.

Director Moore presented the annual maintenance agreement between SIRCOMM and EIS.
Commissioner Howell made a motion for payment of contract, second by Commissioner McConnell, all in favor, motion passed.

Commissioner McConnell suggested that in future recording of the minutes from the board meetings, that motions be noted in bold black print, to aid in rereading the minutes.

Brandon updated the board on his findings after interviewing members of the staff. Moral was up and there was a very positive change. Many of the past issues were with just a few "problem children" and that it was an ongoing process dissolving the issues. Director Moore stated he had completed two online classes on better communication & leadership. It was also noted that the shift change (night to day/day to night) had also proven to be of value. It was noted by Director Moore that while working the graveyard shift on Sunday, there were only 21 calls. He felt it was a good move for graveyard employees to experience the on slot of calls the dayshift deals with, and the dayshift to experience the long quiet nights. There has been grumbling, but overall, positive change in moral.

**Commissioner Mills moved to enter into executive session for personnel matters, 67-2341
Commissioner McConnell second, all in favor, motion carried and the board entered at 1510.**

Mariann Schiewe left the meeting at that time.

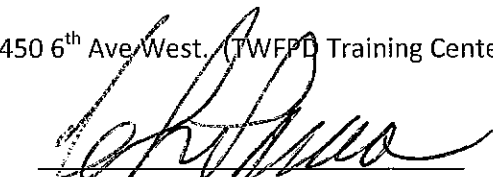
Roll call on all items-all in favor.

Next meeting: February 17, 2015 at 1400 hrs In Twin Falls at 450 6th Ave West. (TWFPD Training Center
Meeting adjourned at 1530 hrs.



Chairman Leon Mills

Date



Director
1/20/15

Date