

## SIRCOMM Joint Powers Board Meeting

### Minutes October 20, 2015

Those in attendance:

Commissioner Mills (Twin Falls County), Commissioner McConnell (Lincoln County), Commissioner Bolduc (Gooding County), Commissioner Howell (Jerome County), Director Moore-Director SIRCOMM, Deputy Director Kristy Churchman, Tony Hafla-Teton Communications Mariann Schiewe-Admin. SIRCOMM

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

- **Public Comment-None**
- **Correspondence-None**
- **Approval of Minutes**

**Commissioner McConnell moved to approve the corrected minutes from September 15<sup>th</sup> 2015, Commissioner Bolduc second. All in favor, motion passed.**

- **Radio Systems Updated:**

Tony Hafla from Teton Communications brought the board up to date with the progress being made with the mechanical issues in the process of being repaired, signal-node improvements they are working on replacement, with new equipment being installed when necessary. After isolating the Magic Valley they will move forward network by network and hope to have Tate out to test the system within the next month. Repairs and improvements are being done at each Tower Site with paging and agency issues being addressed with the upgrade of the system.

Mr. Hafla shared that in the near future radios may be replaced by cell phones (Smart Phones) and that some of the government programs (The National Guard) are being scaled down for civilian use. Reception for cell phones work in areas where radio reception is not available. Director Moore has this information to be shared with Law Enforcement to possibly purchase as a common resource that would give them four (4) main channels. This would be more for administrative use than everyday use. Dead spots on the radio could be virtually eliminated. However, there is a short delay due to the satellite transmission and real time sound. Mr. Hafla feels that all individuals transmitting over radio frequencies should go through a training on radio usage. Instructions on speaking into the microphone correctly, voice control and common commands are not taught and Teton Communications would be willing to teach the class to all agencies

employee's on use of the radio system. He feels this would greatly improve & help eliminate some of the communication problems between agencies.

The next step for Teton is to key up after the Quasi Sync Cutover. Roger will then get the console upgraded and within 2-4 weeks have the bugs worked out and be able to keep everything up and going. Bonneville, Bingham, Twin Falls Jefferson and Fremont Counties have all entered into the same type of relationship as SIRCOMM, with a data monitoring system being installed will allow SIRCOMM and Teton, the ability to remotely monitor the system to see what is going on at the Tower Sites should an alarm go off without sending someone out to the site. Teton Communications will be available when needed on site.

- **Financial Report:** Copies of the budget were handed out and Director Moore stated that the "A" budget was now complete. It was noted that overtime is still over, however it is 10% less than last month and Kristy is doing a wonderful job of managing overtime. Commissioner McConnell asked how long until a change might be seen and Deputy Director Churchman stated, possibly six months. Director Moore stated that there should be one more month's revenue in the "B" budget and then the books will close on the 2014/2015 fiscal year.

**Commissioner Bolduc moved to accept the financial report as stands. Commissioner McConnell second, all in favor, motion carried.**

- **Document Destruction:** Director Moore provided a list of seven boxes of documents scheduled for destruction:

- 1/7 All Agencies Paperwork except Warrants-2010
- 2/7 Calls for Service-1998
- 3/7 NCIC All Agency Records-2012
- 4/7 NCIC All Agency Records-2011
- 5/7 NCIC Wanted Records-2012
- 6/7 NCIC All Agency Paperwork except Warrants-2010
- 7/7 NCIC All Agency Warrants-2010

**Commissioner Howell made a motion to approve the destruction of listed items. Commissioner McConnell second, all in favor, motion carried.**

- **Cad System updates and quotes:** Director Moore shared with the board that on Sunday, October 18<sup>th</sup> at 3:50pm in the afternoon a server had went down. The system was now performing at half of the speed and that Ben had been on the phone with EIS and new equipment would be here and installed by Wednesday. Two backups did occur, however one days' worth of records had been lost. It was not known at this time if the information could be recovered from the hard drive. Having installed the Barracuda backup system had saved the information.

employee's on use of the radio system. He feels this would greatly improve & help eliminate some of the communication problems between agencies.

The next step for Teton is to key up after the Quasi Sync Cutover. Roger will then get the console upgraded and within 2-4 weeks have the bugs worked out and be able to keep everything up and going. Bonneville, Bingham, Twin Falls Jefferson and Fremont Counties have all entered into the same type of relationship as SIRCOMM, with a data monitoring system being installed will allow SIRCOMM and Teton, the ability to remotely monitor the system to see what is going on at the Tower Sites should an alarm go off without sending someone out to the site. Teton Communications will be available when needed on site.

- **Financial Report:** Copies of the budget were handed out and Director Moore stated that the "A" budget was now complete. It was noted that overtime is still over, however it is 10% less than last month and Kristy is doing a wonderful job of managing overtime. Commissioner McConnell asked how long until a change might be seen and Deputy Director Churchman stated, possibly six months. Director Moore stated that there should be one more month's revenue in the "B" budget and then the books will close on the 2014/2015 fiscal year.

**Commissioner Bolduc moved to accept the financial report as stands. Commissioner McConnell second, all in favor, motion carried.**

- **Document Destruction:** Director Moore provided a list of seven boxes of documents scheduled for destruction:
  - 1/7 All Agencies Paperwork except Warrants-2010
  - 2/7 Calls for Service-1998
  - 3/7 NCIC All Agency Records-2012
  - 4/7 NCIC All Agency Records-2011
  - 5/7 NCIC Wanted Records-2012
  - 6/7 NCIC All Agency Paperwork except Warrants-2010
  - 7/7 NCIC All Agency Warrants-2010

**Commissioner Howell made a motion to approve the destruction of listed items. Commissioner McConnell second, all in favor, motion carried.**

- **Cad System updates and quotes:** Director Moore shared with the board that on Sunday, October 18<sup>th</sup> at 3:50pm in the afternoon a server had went down. The system was now performing at half of the speed and that Ben had been on the phone with EIS and new equipment would be here and installed by Wednesday. Two backups did occur, however one days' worth of records had been lost. It was not known at this time if the information could be recovered from the hard drive. Having installed the Barracuda backup system had saved the information.

On a different issue, Director Moore stated that he had been approached by several agency heads on the issue of SIRCOMM's intention to purchase a new CAD system. Twin Falls had expressed concern with the change due to the fact that they had just signed a contract with EIS in hopes of information sharing and communications between the agencies being greatly increased. Upon receiving this information Director Moore & Deputy Director Churchman met with representatives from EIS to see if issues regarding the EIS CAD system could be resolved with SIRCOMM and SIRCOMM staying with the EIS System. A discussion entailed with the board expressing concern that the direction SIRCOMM moved on with these issues, should not be influenced by the other agencies, only what was best for SIRCOMM and the safety of all agencies served by SIRCOMM. Deputy Director Churchman was questioned by the board members as to the issues being solved by EIS. Deputy Director Churchman shared that some of the issue were resolved, however, not all of them. Director Moore explained that both Twin Falls County & Twin Falls City were going with EIS and did not want to have to change to new CAD systems if SIRCOMM did so. However, it was noted that EIS had been down to work on issues with Deputy Director Churchman on approximately 20 small issues and 4 big issues. Twin Falls is now preparing for the upgrade and a meeting is scheduled between Twin Falls, Deputy Director Churchman and EIS to address the issues and the issue of customer service and follow up with the problems encountered with the EIS system.

It was shared that Jerome, Kimberly and Buhl LE have gone to E-Force for their mobile laptops. Commissioner McConnell questioned why the agencies were not all staying together. Commissioner Mills stated we did not have to stay with the EIS System because of Twin Falls. He suggested that if we have problems with EIS it is our problem to solve in the best interest of SIRCOMM. Commissioner Howell shared that if a change was not undertaken now, SIRCOMM may be in the same boat in the future as has happened in the past. Commissioner Mills agreed that it was a priority to take care of the SIRCOMM dispatchers and the community in the best way possible. The Commissioners agreed that complaints with the EIS Cad system were ongoing and the agencies were sick & tired of it. If the EIS System is not working it is time to move on. There are many CAD vendors out there. A discussion entailed on communications between EIS & SIRCOMM and the quotes given to SIRCOMM to upgrade the System with no guarantees on existing problems or requested items being taken care of. The Commissioners questioned the time frame EIS had been working on the issues from the dispatchers and does Deputy Director Churchman feel confident EIS will solve the problems. She stated she was not. It was noted that the money for a new CAD system had been earmarked and the Commissioners thought this was the path being pursued.

Commissioner McConnell noted that SIRCOMM had been presented with proposals from EIS in the amount of \$71,000 to correct and update a system we are not happy

On a different issue, Director Moore stated that he had been approached by several agency heads on the issue of SIRCOMM's intention to purchase a new CAD system. Twin Falls had expressed concern with the change due to the fact that they had just signed a contract with EIS in hopes of information sharing and communications between the agencies being greatly increased. Upon receiving this information Director Moore & Deputy Director Churchman met with representatives from EIS to see if issues regarding the EIS CAD system could be resolved with SIRCOMM and SIRCOMM staying with the EIS System. A discussion entailed with the board expressing concern that the direction SIRCOMM moved on with these issues, should not be influenced by the other agencies, only what was best for SIRCOMM and the safety of all agencies served by SIRCOMM. Deputy Director Churchman was questioned by the board members as to the issues being solved by EIS. Deputy Director Churchman shared that some of the issue were resolved, however, not all of them. Director Moore explained that both Twin Falls County & Twin Falls City were going with EIS and did not want to have to change to new CAD systems if SIRCOMM did so. However, it was noted that EIS had been down to work on issues with Deputy Director Churchman on approximately 20 small issues and 4 big issues. Twin Falls is now preparing for the upgrade and a meeting is scheduled between Twin Falls, Deputy Director Churchman and EIS to address the issues and the issue of customer service and follow up with the problems encountered with the EIS system.

It was shared that Jerome, Kimberly and Buhl LE have gone to E-Force for their mobile laptops. Commissioner McConnell questioned why the agencies were not all staying together. Commissioner Mills stated we did not have to stay with the EIS System because of Twin Falls. He suggested that if we have problems with EIS it is our problem to solve in the best interest of SIRCOMM. Commissioner Howell shared that if a change was not undertaken now, SIRCOMM may be in the same boat in the future as has happened in the past. Commissioner Mills agreed that it was a priority to take care of the SIRCOMM dispatchers and the community in the best way possible. The Commissioners agreed that complaints with the EIS Cad system were ongoing and the agencies were sick & tired of it. If the EIS System is not working it is time to move on. There are many CAD vendors out there. A discussion entailed on communications between EIS & SIRCOMM and the quotes given to SIRCOMM to upgrade the System with no guarantees on existing problems or requested items being taken care of. The Commissioners questioned the time frame EIS had been working on the issues from the dispatchers and does Deputy Director Churchman feel confident EIS will solve the problems. She stated she was not. It was noted that the money for a new CAD system had been earmarked and the Commissioners thought this was the path being pursued.

Commissioner McConnell noted that SIRCOMM had been presented with proposals from EIS in the amount of \$71,000 to correct and update a system we are not happy

with, why not invest in a new system we could be happy with? Director Moore stated that even if a new system was installed it would be 1- to 1 1/2 years until it would be up and running and that EIS would have to maintain their system for time being. The Commissioners questioned if staying with EIS was a safety issue and they were told it was not at this time. Commissioner Bolduc agreed that we should look at a new CAD system rather than invest in an upgrade that may not work.

The Commissioners agreed that SIRCOMM should move forward with their plan. Director Moore will check into the time frame on the upgrade and will hold off six to eight months before making a decision on a new CAD System. With many CAD systems available several vendors will be invited to demonstrate their products before any decision will be made. Director Moore and Deputy Director Churchman will meet with the other agencies and share SIRCOMM's concerns and plans on looking into a new CAD system.

Commissioner McConnell asked Director Moore at this time if the 100 Watt repeaters had all been installed. Today on his way over to Jerome he had been listening to the radio and there seemed to be some cross fire/picket fence issues. His concerns were for those in the Dietrich area. He also stated that Bliss would like better radio coverage and has the money to purchase a radio site if one can be found.

Director Moore shared that he is working with Bliss fire on locating a possible site location in the event another frequency is needed in that area.

- **Staff Report:** Deputy Director Churchman reported that she has 11 full time dispatchers, 5 part time and the 2 trainees are now on the floor and doing a great job. She has three from the last interviews moving forward with two having passed the background check with the last in the process now. They will all start in the classroom setting as it seems to have been a great tool according to her trainers. Deputy Director Churchman will also be doing the final evaluation phase of their training in order to evaluate both the trainee and the training process.

Director Moore and the Commissioners shared that they felt she was doing a great job and that they appreciate all of her hard work.

Deputy Director Churchman handed out the call volume report for September and noted that she was working with Sheriff Gough on Wendell, Gooding and Hagerman areas. She also shared that an audit from ILETS was just completed. It was extremely tedious as an audit should be conducted every three years and SIRCOMM had been skipped the last couple of times. The auditors went through many files and we are now up to date with new fingerprints for everyone being done. The ILETS auditors shared

with, why not invest in a new system we could be happy with? Director Moore stated that even if a new system was installed it would be 1- to 1 1/2 years until it would be up and running and that EIS would have to maintain their system for time being. The Commissioners questioned if staying with EIS was a safety issue and they were told it was not at this time. Commissioner Bolduc agreed that we should look at a new CAD system rather than invest in an upgrade that may not work.

The Commissioners agreed that SIRCOMM should move forward with their plan. Director Moore will check into the time frame on the upgrade and will hold off six to eight months before making a decision on a new CAD System. With many CAD systems available several vendors will be invited to demonstrate their products before any decision will be made. Director Moore and Deputy Director Churchman will meet with the other agencies and share SIRCOMM's concerns and plans on looking into a new CAD system.

Commissioner McConnell asked Director Moore at this time if the 100 Watt repeaters had all been installed. Today on his way over to Jerome he had been listening to the radio and there seemed to be some cross fire/picket fence issues. His concerns were for those in the Dietrich area. He also stated that Bliss would like better radio coverage and has the money to purchase a radio site if one can be found.

Director Moore shared that he is working with Bliss fire on locating a possible site location in the event another frequency is needed in that area.

- **Staff Report:** Deputy Director Churchman reported that she has 11 full time dispatchers, 5 part time and the 2 trainees are now on the floor and doing a great job. She has three from the last interviews moving forward with two having passed the background check with the last in the process now. They will all start in the classroom setting as it seems to have been a great tool according to her trainers. Deputy Director Churchman will also be doing the final evaluation phase of their training in order to evaluate both the trainee and the training process.

Director Moore and the Commissioners shared that they felt she was doing a great job and that they appreciate all of her hard work.

Deputy Director Churchman handed out the call volume report for September and noted that she was working with Sheriff Gough on Wendell, Gooding and Hagerman areas. She also shared that an audit from ILETS was just completed. It was extremely tedious as an audit should be conducted every three years and SIRCOMM had been skipped the last couple of times. The auditors went through many files and we are now up to date with new fingerprints for everyone being done. The ILETS auditors shared

with Deputy Director Churchman that SIRCOMM was doing too much for the agencies and that they will work out an agreement with the agencies on keeping and validated records for said agencies.

- **Commissioner McConnell moved that the JPB go into executive session, Idaho Code 74-206 (1) (a) at 1513 hrs. Commissioner Howell second, all in favor, motion carried. Mariann Schiewe was excused at this time.**

JPB came out of the Executive Session at 1533 hrs. And regular session resumed and Mariann Schiewe rejoined the meeting.

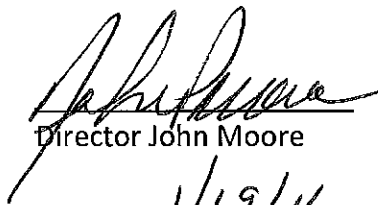
- **Commissioner Howell moved to amend the agenda to include an update on the building remodel. Commissioner McConnell second, all in favor, motion carried.**
- **Building Remodel:** Director Moore stated that he had enrolled Commissioner McConnell to assist him with the architect and they have gotten together a couple of times to go over blueprints and share some ideas. Commissioner Mills felt this was good as long as they were moving forward and no bid was needed as this was a professional service. Commissioner McConnell suggested that a new addition to the conference room rather than a remodel of the shop, in his opinion was the best way to go. The board was in agreement and Director Moore stated he would get in touch with the builder and move forward. He also shared that the back door will be going in this week.

Next Meeting Date: November 17<sup>th</sup> 1400 hrs. SIRCOMM

**Commissioner Mills moved to adjourn the meeting, Commissioner Bolduc second, all in favor, meeting adjourned at 1540 hours.**

  
Chairman Leon Mills

\_\_\_\_\_  
Date

  
Director John Moore

1/19/16  
Date