

**SIRCOMM JOINT POWERS BOARD**

**Meeting Minutes**

**March 28, 2019**

**SIRCOMM Conf. Room**

**911 E Ave. H**

**Jerome, ID 83338**

Those in attendance:

Commissioner Jack Johnson, Twin Falls County

Commissioner Mark Bolduc, Gooding County

Commissioner Charlie Howell, Jerome County

Commissioner Rebecca Wood, Lincoln County: Via Conference Line @ 1140hrs

Hope Lindsey, Director SIRCOMM

Mariann Schiewe, SIRCOMM

Greg Vawser, Rock Creek Fire

Susan Tenney, CPA

Mr. Scott Hunsaker, MH & Co.

Tanya Stitt, Jerome Co. OEM

Stephanie Aslett, Jerome Co. OEM

Chief Casey Kelley, Shoshone Fire

Chief Dan Hall, Jerome PD

Jackie Frey, TWC OEM

**Meeting called to order 0905 hrs.**

**1. Public Comment: None**

**2. Correspondence: None**

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

**A motion was made by Commissioner Johnson to approve payment of invoices from the fee fund and from the payroll fund. Commissioner Bolduc second, all in favor, motion carried.**

**4. Action Item: Approval of the Minutes from March 14th, 2019:**

**Commissioner Johnson made a motion to accept the minutes from March 14th, 2019. Second by Commissioner Bolduc, all in favor, motion carried.**

**Commissioner Howell joined the meeting.**

5. Annual Financial Audit-Mahlke Hunsaker & Co: Mr. Hunsaker reviewed his report with the Board, shared his observations with highlights and answered questions from the floor leaving copies of the report for the Board members and CPA.

**6. Action Item: Radio & Tower Systems Update:**

(a). Purchase of Generator: The Director shared that they were looking to purchase a new generator for the Hansen Tower Site. Commissioner Johnson suggested looking into the possibility of a used generator from Idaho Power giving the Director the contact information.

(b) Canyon Radio Test: A video presentation was shared with the Board of the Director and Mr. Tajkowski conducting radio tests down in the canyon at Pillar Falls, Auger Falls and Dierkes Lake with the Sircomm Dispatch Center. Communication was loud and clear. It was suggested that conducting the same tests with individual agencies using their radios as there may be an issue with older and improper radios and this would be a good fact finding/issue solving event.

(c.) Updates: The dispatch floor is now stripped out/ready for new wiring. Robert Hugi went to Castleford to assist those agencies in programming their new radios. There is still an ongoing issue with Naylor/Hales not moving forward with the T-Mobile contract. It is now becoming an issue. A new annual maintenance contract with Tait/Harris has been worked out for a 1yr. no charge fee and then \$32K annually after that. A depreciation cycle on all equipment is being set up for future maintenance purposed by Sean.

**7. Action Item-Determination of Surplus Property/Possible Disposal:** The Director suggested donating three of the old consoles to CSI to assist in their new emergency dispatch training program as part of the cleanup of the old dispatch floor.

**Commissioner Howell made a motion to donate three of the old surplus dispatch consoles to CSI to use in their upcoming classes offered for 911 dispatch training. Commissioner Johnson second, all in favor, motion carried.**

**8. Sircomm Vehicle Replacement Update:** The Board felt more information was necessary before making a decision on the Sircomm Vehicle.

**Commissioner Johnson made a motion to table the vehicle replacement until more information is available. Commissioner Howell second, all in favor, motion carried.**

**9. EMD Program & Software Purchase:** Director Lindsey shared that EMD materials must be reviewed annually and dispatchers recertified every two years. Sircomm's has not been updated since 2004. Dr. Krall has been working with Sircomm on new EMD Cards and medical protocol to bring them up to date. Dispatchers Churchman and Hunsaker are now certified POST Instructors that can teach the classes. The Director stated what had been budgeted for in acquiring the new programs and what was needed. The board asked for more information on need and cost to be presented at the next meeting.

**Commissioner Johnson made a motion to table discussion on the EMD Software until more information is available. Commissioner Howell second, all in favor, motion carried.**

**10. Action Item: National Telecommunicator Week:** The Director stated that National Communicator Week is April 14<sup>th</sup>-20<sup>th</sup>. Many suggestions were shared and discussed with a decision being made to purchase two treadmills that work in correspondence to the dispatch consoles to be used while the dispatchers are on shift.

**11. Center Report:** The Director shared that Zuercher is now customizing the programs to Sircomm's wants/needs and plan to go live with the new system is still June 26<sup>th</sup>.

The Sircomm dispatcher application was posted on INDEED and 85 responses were receive

**12. Executive Session:** Idaho Code 74-206 (1) (a) & (b) Consider Personnel

**Action Item: Decision from Executive Session if needed**

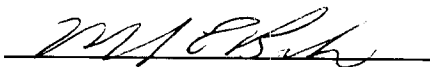
**Commissioner Johnson made a motion to go into Executive Session at 1056hrs Commissioner Howell second, all in favor, motion carried.**

The Board came out of Executive session at 1153hrs.

Next Meeting: April 11<sup>th</sup>, 2019 0900hrs

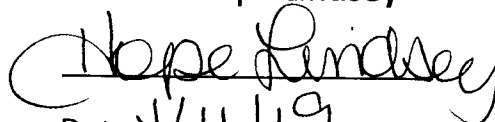
Meeting adjourned 1003 hrs.

Chairman Mark Bolduc



Date 4/11/19

Director Hope Lindsey



Date 4/11/19