

SIRCOMM JOINT POWERS BOARD

November 21, 2019
Room 2151 Tiger Dr.

JCSO Training
Jerome, ID 83338

Those in attendance:

Commissioner Jack Johnson, Twin Falls County
Commissioner Charlie Howell, Jerome County
Commissioner Rebecca Wood, Lincoln County
Commissioner Mark Bolduc, Gooding County
Lane Sickles, JCFD
Mariann Schiewe, SIRCOMM
Susan Tenney, CPA
Kristy Churchman, Interim Director, SIRCOMM
Tami Mulliner, Dispatch SIRCOMM,
Payson Reese, Lincoln OEM
Chief Casey Kelly, Shoshone Fire
Kristen Howard, JCSO
Randy Morris, Magic Valley Paramedics
Tanya Stitt, Jerome County OEM
Don Newman, Twin Falls Co. Sheriff's Office
Scott Bishop, Twin Falls Co. Sheriff's Office
Aaron Zent, Rock Creek Fire Dept
Tracy Koyle, SIRCOMM Dispatch
Jackie Frey, TWCO OEM
Gary Taylor, Jerome Co Sheriff's Office
Greg Vawser, Rock Creek Fire
Angel Hunsaker, SIRCOMM Dispatch
Dan Hall, JPD
George Oppedyk, JCSO
Sean Gough, GCSO
Mike Harrison, JCFD
Mike Berger, Intermountain Communications
Jeff Berger, Intermountain Communications-via conference line

Meeting called to order 0900 hrs.

- 1. Public Comment: None**
- 2. Correspondence: None**
- 3. LEA Advisors/SIRCOMM JPB:**

A discussion entailed the updating of the SIRCOMM by-laws adding participation, ex officio, of a Sheriff and a Police Chief on the Joint Powers Board. It was suggested beginning at this point and at a later date updating the by-laws with legal assistance at a later date.

A motion was made by Commissioner Johnson to add One Chief and One Sheriff as ex-officio members to the SIRCOMM Joint Powers Board. Commissioner Wood, all in favor, motion carried.

Chief Hall and Sheriff Oppedyk joined the other members at the table with discussion continuing on regarding the participation of Fire/EMS on the board as well. Commissioner Johnson stated that the Board will be checking with legal regarding the ex-officio and voting rights according to county regulations with government entities, that voting members must be elected officials.

Commissioner Wood stated that maybe EMS and Fire could share a seat, more discussion was needed, I was afraid to get to many seats on the board, as the four county commissioners represented the four counties that pay for a large share of Sircomm and that we needed to be careful of the amount of board members due to financial issues..

Randy Morris, the Director at Magic Valley Paramedics, adamantly disagreed with Commissioner Wood, stating that MVP is the third highest payer into SIRCOMM and are a very large part of the services requested by those that SIRCOMM serves and they should also have a voice on the operations at SIRCOMM.

Commissioner Johnson stated that in Twin Falls County EMS is a contracted service and not an agency under the count and he feels further discussion and research with regards to Fire/EMS representation and ex-officio status will be added as an action item on the next meeting agenda. A discussion entailed with several present sharing that EMS and Fire also had a position on the Board in the past and the consensus was that it should return to this same format and representation from each entity must come from within that group and not from the Board members appointing them. It was noted that those showing interest and attending the meetings, be considered first.

4. Change of Board Duties: Commissioner Bolduc asked to step down as Chairman of the Board due to health issues. A short discussion entailed.

A motion was made by Commissioner Johnson to appoint Commissioner Wood as Chairman of the SIRCOMM Joint Powers Board, Commissioner Howell second, all in favor, motion carried.

5. Current Fiscal Statement/Invoices Presented for Payment: It was noted that the last check for the Zuercher the Zuercher Fields Ops was added late and is not included and will be written in.

A motion was made by Commissioner Wood to approve payment of invoices as presented for the B Budget in the amount of \$74,304.16. Commissioner Howell second, all in favor, motion carried.

A motion was made by Commissioner Howell to approve payment of 19,900.00 for the Zuercher invoices as presented. Commissioner Johnson second, all in favor, motion carried.

A discussion entailed with Commissioner Howell sharing his concern with the ability of funds being transferred between accounts when necessary and by whom the transfers can be made. It was

requested from the accountant, a true to date balance of each account and to move funds as to the operating account at First Federal to keep a reserve available to cover a six (6) months of estimated accounts payable funds.

6. Approval of the Minutes from November 7, 2019:

Commissioner Johnson made a motion to accept the minutes as presented from November 7, 2019. Second by Commissioner Howell, all in favor, motion carried.

7. Surplus Radio Equipment Dedicated to Shoshone Fire Department: Chief Kelley shared that a project to assist Shoshone Fire Department in putting together surplus equipment to set up a mobile command center for emergency situations had been in place for the past year. Recently a cargo trailer and a generator had been purchased and they were ready to move forward with the project. A list of surplus equipment that had been designated for the "Command Trailer" was shared with those present, with Chief Kelly requesting that the be surplus out and designated to the project. List for Surplus Equipment for Mobile Command Trailer:

20 Foot cargo trailer (Purchased by Shoshone Fire)

Four black cases and the ACU

Four UHF radios

24 surplus radios in inventory

Old Harris Radio

6' antenna and antenna mast (black golf club like case)

Three black rack mount devices

Tactical light kit (light tubes for tent or temp structure)

Electrical distribution kit

Generator (purchased by Shoshone Fire)

It was noted by Chief Kelly that both Robert Hugi and Sean Tajkowski were willing to set up and educate a team on using the mobile center.

Chief Hall asked if the Mobile Center would be available to everyone in the region, to which Chief Kelley replied yes, as that was the intended purpose. He also stated that this surplus equipment had already been set aside for this project.

Commissioner Bolduc made a motion to donate the listed equipment to Chief Kelley for the build of an emergency command center.

After a short discussion regarding where the said equipment came from, where it was located and possible need for future SIRCOMM projects, this motion was taken off of the table to be readdressed at the next meeting.

8. Surplus Consoles donated to CSI: Capt. Taylor stated that previously three of the consoles from the dispatch floor had been donated to CSI to assist them in the new 911 Dispatch Class. He noted that there were three more in the shop that needs to be declared as surplus and possibly also be donated to CSI.

Commissioner Johnson made a motion to surplus out the remaining consoles and gives Capt. Taylor permission to have them donated and picked up by CSI. Second by Commissioner Howell, all in favor, motion carried.

9. Resumes/Applications for the Directors Position at SIRCOMM: Said items were set aside to be addressed at a later point in the meeting.

10. Intermountain Communications Update: Capt. Taylor stated that he had received a proposed MOU from Jeff Berger for the scope of work ahead at SIRCOMM. The MOU was sent to SIRCOMM's legal and the Board had advised against signing the MOU. It was suggested a service agreement not an MOU would be in order.

Commissioner Wood asked if Mr. Berger could supply a contract, pricing, and information on radio channels, extensions on radio frequency, project priorities, and time frames to the Board.

Mr. Berger stated that he needed to meet with the Commissioner's to address their concerns and get their authorization to proceed.

Commissioner Howell also asked for a list or scope of proposed projects with cost and time frame to which Mr. Berger stated that he did not have an accurate scope of outstanding projects and did not have a clear understanding on where or what direction the Board wanted to move in.

Those present voiced their concerns at the lack of progress being made and feel it is becoming a risk to emergency personnel. Chief Hall asked if all of the previous dangerous issues presented by Mr. Berger, such as the grounding at the Hagerman Tower were of the highest priority to which he stated no, that the Dispatch Center was a higher priority and what needed to be done at the tower site could be handled with a temporary repair, a Band-Aid fix for now. He also stated six months was the proposed time frame, to which Commissioner Wood asked if Intermountain had the time to do so and could it become a priority. Mr. Berger stated that after sitting down with the Board and coming up with a plan of action, he felt he could do so. He was also asked about the frequency channels and the need to renew those frequency request to which he replied that based on his findings he has a recommendation for the Board regarding this issue also that will need the Board's approval.

Chief Deputy Newman stated that he felt that grounding issues at the Tower sites presented by Mr. Berger was a priority and could become a safety issue. It was suggested by Chief Hall that the Board request that Intermountain Communications take care of this issue as soon as possible. The Board agreed and Mr. Berger stated that he would ask Mike Berger to do so today if possible.

The discussion continued with Commissioner Wood suggesting that an emergency meeting be scheduled with legal early next week. Commissioner Howell suggested that the meeting recess and reconvene at a later date. Due to all parties involved it was agreed to schedule a meeting for next week so that both parties legal could be present.

A discussion entailed on an email from Commissioner Johnson that he had received from Kristina Glascock regarding a frequency channel with SIRCOMM's name on it.

Jackie Frey shared information regarding this issue and it was determined that it was not a SIRCOMM frequency or of concern to SIRCOMM.

11. SIRCOMM Seniority Policy: Kristy shared that she had been working on an updated SOP for the regarding the seniority policy. The issue of seniority has been sent to legal for review regarding a dispatcher's seniority since according to current policy it is affecting vacation bids. The current policy uses the most recent "Full Time" hire date for status; however, several dispatchers have gone from full time to part time and back to full time status, thus losing their seniority. The general consensus is that the hire date should be the day they were hired at SIRCOMM, never being totally unemployed by SIRCOMM. A recent change has caused some issues and is now at legal for review.

It was suggested following the old policy until this can be reviewed in more depth where it affects the pay scale and status. After a short discussion regarding the proposed SOP, the Commissioner asked for more time to look into the policy, where wages will be affected, therefore, this item was tabled until the next meeting.

12. MOU for AVTEC Intercom System with TFPD: A copy of the AVTEV MOU user policy signed by TWF City was shared with the Board for review. The policy states that AVTEC is to be used for Medical calls only.

A motion was made by Commissioner Johnson to approve the MOU and Policy for the Avtec Intercom System as written. Second by Commissioner Bolduc, all in favor, motion passed.

13. SIRCOMM Incentive Update: Int. Director Churchman:

As requested, here are the additional incentive ideas that the SIRCOMM staff has come up with:

- **General pay raise:** rather than any incentives at all, use the money allotted for incentives to award an overall pay raise.
- **Opt-out:** For those employees that do not have children or spouses, the daycare and insurance incentives will not apply; somehow attach a monetary value to those incentives and allow those employees to "opt-out" of them for a price.
- **Education Reimbursement Program:** including but not limited to Kristy Churchman's CSI course, and any future dispatch certification CSI may eventually offer; use JPD's program as a model.
- **Match an employee's contribution to 401k**
- **Treat employee birthdays as a holiday:** if worked, earn time and a half; if not worked, earn straight pay.
- **Mental health day:** one paid mental health day each month wherein the pay does not come from the employee's PTO bank.
- **Donate PTO to another employee**
- **PTO payout option**
- **Christmas bonus**

The ranking of the previous incentive ideas resulted in the #1 choice being the longevity pay, #2 health insurance, #3 daycare

The items were discussed in depth and how each item would affect the budget now and in the future along with what can be done within the budget and which budget the monies would come

from. Many suggestions were added with the Board asking for real projected numbers on each incentive for further evaluation at the next meeting. The CPA was asked for the updated numbers on the 2019-2020 budgets to assist the Board in considering each incentive.

14. Zuercher Update-CAD Coordinator Hunsaker: Angel shared that GeoComm was in the process of updating the maps and it has been a huge issue. They sent some updates that have caused new issues and we are waiting for them to get it corrected and when that is complete, Zuercher would be able to download them into their system.

Rapid SOS and 911 Phase I & Phase II have not been integrated at this time. The cost of that integration is \$2754. A check has been issued to Zuercher for Field OPs program, including installation, licensing and the maintenance program with ongoing fees. There have been some issues with running Data on out of state plates and she is working with Zuercher for a solution. One option is a program to be installed at a cost of \$13K for all 49 states. She is in the process of getting more information on this option before moving forward.

15. It was noted that the Interviews for the Directors position would be held December 3, 2019 at 0900hrs at the JCSO.


Next Meeting Date: December 5, 2019 @ JCSO 0900hrs


The Board went into the Executive Meeting at 1210hrs

A motion was made by Commissioner Bolduc to move into Executive Session: Idaho Code 74-206 (1) (a) & (b)-Consider Personnel. Second by Commissioner Howell, all in favor, Motion passed. Chief Deputy Newman was asked to join the Board in the executive session.

The Board came out of executive session at 1233hrs.

Chairman Commissioner Rebecca Wood Vice Chair Commissioner Jack Johnson


Date 12/4/2019


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