

SIRCOMM JOINT POWERS BOARD

April 8, 2020

SIRCOMM Conference Room

911 E Ave H

Jerome, ID 83338

Those in attendance:

Commissioner Jack Johnson, TWF County-Conference Line
Commissioner Rebecca Wood, Lincoln County-Conference Line
Commissioner Charlie Howell, Jerome County
Mark Bolduc, Gooding County-Conference Line
Brett Reid, SIRCOMM
Mariann Schiewe-SIRCOMM
Kristy Churchman, SIRCOMM
Dan Hall, JPD-Conference Line
Kirt Naylor, SIRCOMM Legal-Conference Line

Meeting called to order 1320 hrs.

- 1. Public Comment: None**
- 2. Correspondence: NONE**
- 3. Current Fiscal Statement/Invoices Presented for Payment:**

A motion was made by Commissioner Howell to approve payment of invoices as presented for the A Budget in the amount of \$38,552.97. Commissioner Johnson second, all in favor, motion carried. A second motion was made by Commissioner Johnson to approve payment of invoices as presented for the B Budget in the amount of \$14,031.81 Commissioner Bolduc second, all in favor, motion carried.

- 4. Approval of the minutes from March 25, 2020:**

Commissioner Bolduc made a motion to accept the minutes as presented from March 25, 2020 as presented, second by Commissioner Johnson, all in favor, motion carried.

- 5. White Cloud Update**

- All sites have been visited and evaluated excluding the site at Sircomm due to Covid 19.
- They are continuing to contact agency heads to assist and identify issues.
- FCC Project being discussed/if unable to complete by deadline, file extension.
- White Cloud not contracted to complete FCC Project /only assessing at this time.
- White Cloud to complete assessment 90 days from start date of project.
- Build out to be discussed after completion of assessment. Per legal may have to be put out for bid.

- 6. Center Update:**

- Dispatch healthy at this time. 2 tested for Covid-19. Both negative.

- “Shaken by the quake, but not stirred.” Director Reid has inspected 3 tower sites for damage. Dispatch conducted an onsite inspection at the center for damage. All systems a go.
- Two additional UV scrubbers installed at the center for the health of the dispatchers and to extend the life of the equipment.
- Lock down in place at the center. No vendors on site unless necessary. Temp taken/gloves & mask required. Not allowed on dispatch floor.
- Contingency plan formulated by Deputy Director Churchman needed if 2 or more dispatchers are lost to Covid-19. Possible for two dispatchers to work dispatch from home. Working on additional options.
- PSAP guidelines for Covid-19 being followed.
- IPSCC Grant May 1st. Apply for monies for new phone system at SIRCOMM. 2yrs overdue for new system. \$350k needed for upgrade. Working with David Moore on the grant.
- Director gave an update on the SCADA monitoring system. Bryan Heslop/Ben Stephenson/White Cloud assed system purchased in April of 2019. Software upgrade needed for addition of analog features. \$13K requested for upgrade and \$16k for White Cloud to install using two men at each site installing at all eight sites. This item will be added as an action item at the next JPB Meeting. Old system was plugged in and is currently serving as the backup system.
- April 12th thru April 18th is National Telecommunicator Week. BBQ with Sheriff’s canceled. Working on daily recognition and awards for the dispatch crew.

6. (a) Action Item: HUB Insurance Renewal/Options: Rhonda Bartholomew

- Current plan 9.2%. \$1169.00 per month increase for SIRCOMM
- 7 Employees moved up in age bracket raising rates.
- Options presented with higher deductibles/out of pocket expense
- Dependent increase for employees presented
- Open enrollment begins May 1
- No increase in Dental or Life Insurance
- Possibly offer an Aflac Insurance supplement plan. This item tabled until the next meeting.

Commissioner Johnson made a motion to continue with the current medical plan and renewal at quoted rates. Second by Commissioner Howell, all in favor, motion carried.

6. (b) Action Item: PTO relief for Covid-19: Due to Covid-19 two employees used PTO time for testing/awaiting results.

- Director Reid requested that due to the surrounding circumstances, the PTO be reimbursed.
- SIRCOMM Legal suggested noting on time sheets when PTO is Covid-19 related and allowing as paid time off.

Commissioner Howell made a motion that PTO pay not be docked when a legitimate Covid-19 situation arises. Employee will note on timesheet as Covid-19 related issue for reimbursement purposes. Second by Commissioner Johnson, all in favor, motion carried.

- Commissioner Bolduc noted that information for 1st Responders safety was available from the So. Central Health Dist./Brenda Gully, when responding to a high risk situation.

- Chief Hall asked for additional screening and alert from dispatch when possible risk of Covid-19 for officer/responder safety.
- Kristy and Brett will address that issue.

7. Center Report:

- Dispatch has 13 full-time/4 part-time/2 new trainees on the floor/1 part-time in training.
- Gearing up for National Telecommunicator week.
- Tami Mulliner PTO payout request/retain 40 hrs./payout 200hrs
- Two dispatchers will receive their 5yr longevity bonus this month-1 full time/1 part time.
- IPAWS/Everbridge reverse 911 in place for all cell phones/land lines in the state reaching 50k more contacts than with previous plan.
- Calls for Service Report completed: Individual County/MVP numbers being calculated. Report will be sent out when complete.
- SIRCOMM legal advised revising policy regarding PTO payout on anniversary date once fully staffed to avoid unfunded financial liability situation.
- Expiration date of 60 days on retained hours to be used/reason for carry over-upcoming vacation or time off.

Commissioner Howell made a motion to approve PTO payout of 200hrs/retaining 36hrs with an expiration date of those retained hours of sixty (60) days.. Second by Commissioner Bolduc, all in favor, motion carried.

8. LEA Report/Update: LEA has been unable to meet/table until next meeting

- Chief Hall stated that the consensus is that full voting/limited voting is going to be requested. Participation only is not desired.
- LEA to meet/advise on action to be taken
- Tabled for the next JPB Meeting.

Commissioner Johnson made a motion to table this item until the April 22th meeting. Second by Commissioner Bolduc, all in favor, motion carried.

9. Joint Powers Agreement; Proposed MOU/Agency Participation: SIRCOMM Legal.

10. Old Business: Correction of minutes from JPB meeting on December 4, 2019 regarding the incentive program. Omitted in the published minutes, in lieu of one mental health day per month an increase PTO from two (2) days per month to 2.25 days was made by Commissioner Bolduc, second, Commissioner Johnson. All in favor, motion passed. Short discussion affirmed that this motion was made.

A motion was made to amend the published minutes from December 4th, 2019 to reflect an increase of .25 PTO per month, retroactive as of that date by Commissioner Howell. Second by Commissioner Bolduc, all in favor, motion passed.

11. Next Meeting Date: April 22, 2020 at 1330hrs at the SIRCOMM Conference Room

12. Executive Session: None

Chairman Commissioner Wood

Charles W. Wood

Date 4/22/20

Director Brett Reid

Brett Reid

Date 4/22/20