

SIRCOMM

Joint Powers Board Meeting

February 13, 2018

Jerome Co Sheriff Office

2151 Tiger Drive, Jerome, ID 83338

Those in attendance:

Commissioner Bolduc-Gooding County
Commissioner Cresley McConnell-Lincoln County
Commissioner Jack Johnson-Twin Falls County
Director Hope Lindsey
Chief Casey Kelley, Shoshone Fire
Sheriff Rene Rodriguez-Lincoln County
Cameron Dirks-Rock Creek Fire
Capt. Tim Miller-Twin Falls Sheriff's Office
Steve Phillips-Under Sheriff, Lincoln County
Chief Deputy Don Newman-TFCO Sheriff's Office
Mariann Schiewe-Admin. SIRCOMM
Jerry Gonterman-White Cloud
Joe Shelton-White Cloud
Dave Skinner-White Cloud

Commissioner Bolduc called the meeting to order at 1400 hours

1. **Public Comment**-The Director shared that she had several calls from outside agencies on the outstanding job the dispatchers did on the officer involved shootings. It was also shared that she had received a call from Taylor Hunsaker from Rock Creek Fire stating that Destry had done an outstanding job with CPR over the radio as the patient did survive.
2. **Correspondence-None**
3. **Current Fiscal Statement/Invoices Presented for Payment:**

Commissioner Johnson inquired about the invoice for 49er Communications to which the director explained that it was for radio equipment requested by Mr.

Hugi & Sean. It was noted that she chose to send a check in advance and not to set up a charge account. It was brought to the board's attention that the CPA noted that on the current budget, the line item for director and bookkeeper had been left blank and she asked that it be corrected. Captain Miller stated that was the original copy and he would be in contact the accountant with the numbers.

Commissioner Johnson moved to approve the current fiscal statement presented. Second by Commissioner McConnell, all in favor, motion carried.

4. Approval of the Minutes from January 5, 2018:

Commissioner McConnell moved to accept the minutes with the correction of the date (2017 to 2018). Second by Commissioner Johnson, all in favor, motion carried.

5. White Cloud Communications: Joe Shelton, Jerry Gonterman and Dave Skinner from White Cloud Commutations introduced themselves and stated that they had done radio work for SIRCOMM in the past, were very familiar with the system and would like to be considered for future radio work with SIRCOMM. They noted that they are also distributors for AVTEC, Tait and Kenwood products that SIRCOMM currently has in use. They shared information on the work they do throughout Idaho.

The board stated that SIRCOMM was currently conducting an outside audit of the system as a whole and would not be making any changes without recommendations of the auditor and thanked them for taking time to come to the board meeting.

6. Sunset Tower & AT&T: The Director stated that she had once again been contacted by Tamara from AT&T regarding the improvements that they want to do up at the Sunset Tower Site as the 90 day moratorium the board had put on the tower site changes was now up. The Director also shared that she had brought the new leasing information that SIRCOMM had received from AT&T to Tamar's attention, to which Tamar stated she had no idea had been sent and asked for copies to be sent to her. Mr. Shelton from White Cloud Communications shared that they had also received these types of quotes form sources outside of

AT&T and felt they may be a scam. The Director went on to state that SIRCOMM still had an outstanding invoice for the work done by Intermountain Power on AT&T's behalf at the Gooding Tower Site and this also need to be addressed before moving forward on any other projects. The board agreed that moving forward on these projects would need to be cleared with Mr. Hugi and Sean, possibly waiting until the assessment is complete before doing so.

7. AVTEC Contract/Teton Communications-The Director shared that this was a continuous issue beginning with the 12 month AVTEC maintenance agreement SIRCOMM received back in August from Teton Communications which was not an agreement just an invoice that Teton is claiming is overdue. On the maintenance end, according to AVTEC, SIRCOMM is four updates behind and Teton claimed that this was due to a hardware issue at SIRCOMM. Ben Stephenson & Mr. Tajkowski were in contact with AVTEC and had them log in remotely and were told that there is not a hardware issue and SIRCOMM is operating off of Windows 7, which was installed in 2012 and that there are no issues if an update was needed. This countered Tony from Teton's statement. The Director, Capt. Miller and Sean had previously scheduled a conference call with AVTEC to confirm their findings and have everyone on the same page as to exactly what SIRCOMM had and what was available to them through AVTEC direct. The Director shared the two quotes she has received. The quote from AVTEC directly is for \$19,051.19. This quote also stated the anticipated amount flying out an engineer, car rental and per diem for said engineer. The quote from Teton Communications for the AVTEC system had been revised by Tony as he stated he had found an error in his computations for the labor involved and the price of the equipment had gone down. His quote is \$25,883.00

The board asked for a dollar itemized outstanding amount that was invoiced by Teton on the AVTEC support. The Director stated that it was \$11,815.00 was SIRCOMM is four major updates behind with the scout maintenance agreement for the system to which AVTEC can only support two versions back. Avtec also stated in a previous meeting that they perform at least two major updates a year. She added that screen shots were taken to back up the statement that our hardware and operating system were able to support the needed software updates.

Commissioner Bolduc asked the Director if Teton Communications had invested with AVTEC for SIRCOMM's program to which Director stated that she had asked Tony for a copy of an invoice if they had paid Avtec directly then she would be willing to submit for payment if he was out of pocket on SIRCOMM's behalf and she has received nothing as to date.

The Director shared that as a part of the scout care support agreement Mr. Tajkowski was doing online training with AVTEC at this time and Ben from Stephenson's will do the same training next month as he was not available this week.

Mr. Shelton from White Cloud stated that his company put in the original AVTEC system here at SIRCOMM and that his company is a platinum customer with AVTEC and they would be willing to take on the AVTEC and Mr. Gonterman shared that he was very familiar with the whole system as he had previously worked on it here at SIRCOMM.

Commissioner Johnson stated that he was in favor of severing ties with Teton Communications regarding the AVTEC System and to investigate the outstanding invoice as to what Teton has actually paid to AVTEC on SIRCOMM's behalf. Commissioner McConnell also raised the question as to what was actually being paid for. He also asked if there was a contract to which the Director stated that she had only received an invoice, no contract outlining services that were to be supplied.

Commissioner Johnson asked if there was any kind of track record or did SIRCOMM just pay Teton every year for what was billed? The Director stated that she had discovered that this seemed to be the pattern with all vendors, not just Teton. No one was ever questioned or held accountable for services paid for to which Commissioner Johnson stated that it is obvious that SIRCOMM was paying for services they did not receive.

Commissioner Johnson stated that he felt it was a breach of contract as Teton Communications did not complete work that they charged SIRCOMM for and he would have to see an itemized bill and proof of work completed before paying for said services.

Commissioner McConnell asked the Director if she knew what AVTEC had charged Teton on SIRCOMM's behalf to which she stated that she did not know.

Mr. Skinner from White Cloud Communications stated that they would like the opportunity to work with SIRCOMM on the AVTEC System and he would mandate that going to Windows 10 would be in SIRCOMM's best interest, to which the Director stated once again that Mr. Tajkowski and Ben Stephenson were doing the online training course and working with AVTEC direct at this time.

A motion was made by Commissioner Johnson to sever the AVTEC agreement with Teton Communications and not pay for the outstanding AVTEC invoice from Teton Communications unless proof of payment to AVTEC on SIRCOMM's behalf was provided by Teton Communications. Commissioner McConnell second, all in favor, motion carried.

8. Tech. Advisor-Part time Status: The Director stated to the board that she felt it may be in SIRCOMM's best interest to bring their technical advisor on staff as a part time employee so as to be covered by ICRIMP. The board asked that this item could be moved to item 11 and be discussed in the executive session.

9. CAD System Contract Update: The Director stated that she had not heard back from legal on the possibility of sole sourcing the CAD System; however she has the RFP ready to be published at this time and will move forward with that.

Capt. Newman stated that Law Enforcement had met and they were interested in the Zuercher RMS Stem and the ability to piggy back off of the SIRCOMM Network. The Director shared that she had spoken with Chief Hall regarding the same issue and Commissioner McConnell added that it would be of benefit to everyone if all of the information was located centrally and easily accessible. Commissioner Johnson asked who would have access to the information to which the Director stated that each agency would have control over their information and could lock out or let in whomever they wanted. Each agency would own their information; SIRCOMM houses the information for them. If the issue is control of the information, the agency can control all the way down to who can print the information. It was noted that with the addition of more agencies, the price may be negotiable. Sheriff Rodriguez stated that the options offered by Zuercher are very cost effective and he suggested getting everyone together to give the agency's more bidding leverage.

Capt. Miller stated he felt that the Director should move forward with publishing the RFP and the RMS information can be fine-tuned and integrated in the meantime. Getting the new system rolling is of the most importance at this time and features can be added on later.

Commissioner McConnell asked what it would take to add on to the system to which the Director replied that asking for it to be done and pay the fee which could be done at any time in the future.

Mr. Gonterman from White Cloud shared the point system they use when they are choosing features to add on to a system.

The Director stated that Zuercher has the patent on one of the features that SIRCOMM wants and that is the ability for agencies to directly piggyback off of our system. No patches are needed.

A motion was made by Commissioner McConnell that SIRCOMM will move forward with the publication of RFP for the new CAD System. Commissioner Johnson second. All in favor, motion carried.

10. Center Report: Director Lindsey reported that morale was up and that there had been a lot of changes in the last few weeks. The monthly staff meeting was held and information was covered on procedure to be used for patients with artificial hearts. The dispatchers have been very receptive to the changes and applications are being accepted for Deputy Director and floor supervisors. It was noted that board interviews had been conducted on Monday and three applicants were being sent to the background portion of the hiring process.

The Director reported that the three recent new hires were still moving forward in their training and the fourth new hire passed on fire. Director Lindsey stated that with the changes that have occurred, many of the dispatchers have taken on additional roles and are willing to assist in needed areas. There has been much positive feedback. We have discovered a few things we need to do differently as the new-hires move to forward in their training and we still need to fine tune the training process for the best outcome. It may take a little longer, however it is a good alternative.

Commissioner Johnson asked how the interview panel was chosen to which the Director stated that a representative from law, fire and EMS are requested and

then herself and a dispatcher. She also stated that they just added one more step into the process and that is that if they do pass the review board that they are required to come and sit on the floor for four hours to see exactly what this job entails and not get into training and realize it is not for them. She also shared that two of those interviewed had previous experience in dispatch, however, each center is different and they would still need to go through SIRCOMM's complete process as the current CAD system is difficult to learn.

PTO Payout/Vacation Hours: The Director stated that as previously discussed, each dispatcher will cash out their accumulated PTO hours on the anniversary of their hire date being allowed to carry over forty hours if they so choose or they may request from the board to carry over extra hours for vacation purposed. She noted that dispatcher Sue Spain's anniversary date was February first and she had requested to carry over an extra forty hours for a total of eighty hours and cash out the remainder as she has planned for time off in the near future.

Commissioner Johnson made a motion that Sue Spain be allowed to carryover the extra hours due to current staffing issues at this time. Commissioner McConnell second, all in favor, motion carried.

The Director presented the board with the option of opening a charge account with Franklin Building Supplies to allow sub-contractors doing repairs for SIRCOMM have the ability to pick up necessary items called in by the Director per a P.O. in the future. After a short discussion on the perimeters of usage of the account the board felt it would be acceptable to do so.

The Director requested that the board to set a dollar amount that she would be authorized to approve on purchases without the board's approval. A discussion entailed on the day to day cost of operations and improvements taking place and the board agreed that she could approve up to five thousand and anything over that she will need the approval of two board members. They asked the Director to go back and review how many items purchased for over that amount and it will be addressed at the next meeting.

SIRCOMM Vehicle: Director Lindsey shared that once again the SIRCOMM vehicle was having issues and that she had taken it to Paul's Automotive and was told it was an engine problem. There is a warranty with Con Paulos on the vehicle so she took it back to them and they are unable to find a problem. Commissioner

McConnell went over all of the service invoices from Con Paulos for past visits and noted that several times issues were noted. It was suggested to ask Con Paulos for permission to take the vehicle elsewhere for a second opinion or possibly trade the vehicle in with Con Paulos for a replacement vehicle may be an option. Commissioner Bolduc stated that nothing had been budgeted for replacement; however something needed to be done. The Director stated that she would follow up with Con Paulos and keep them informed on the results.

11. Executive Session: The Board moved into executive session at 1605hrs and came out of executive session at 1640hrs

Next Meeting Date: February 20, 2018 1400hrs.

Chairman Mark Bolduc

Mark Bolduc

Date 2/20/18

Director Hope Lindsey

Hope Lindsey

Date 2/20/18