

SIRCOMM

Joint Powers Board Meeting

December 13th, 2016

SIRCOMM Conf. Room

911 E Ave. H Jerome, ID 83338

Those in attendance:

Commissioner Howell-Jerome County

Commissioner Bolduc-Gooding County

Commissioner McConnell-Lincoln County

Commissioner Mills-Twin Falls

Director Moore-Director SIRCOMM

Kristy Churchman, Deputy Director-SIRCOMM

Mariann Schiewe-Admin. SIRCOMM

Diane Barclay-EIS

Capt. Tim Miller-Twin Falls Sheriff

Fire Chief Andrew Stevens, Buhl Fire Dept.

Commissioner McConnell called the meeting to order at 1402 hours

Director Moore asked to amend the agenda to present Commissioner Mills with a beautiful plaque in appreciation of his many years of service on the Joint Powers Board.

- **1. Public Comment-None**
- **2. Correspondence-None**
- **3. Approval of the minutes from November 15th Joint Powers Board Meeting:**

After reviewing the minutes a motion was made to accept the minutes as they stand by Commissioner Bolduc and seconded by Commissioner Mills. All in favor, motion carries.

After reviewing the minutes for the executive board meeting on November 23rd, a motion was made to accept the minutes as they stand by

Commissioner Mills and seconded by Commissioner Bolduc. All in favor, motion carries.

- **5. Financial Report:**

Director stated that he had inadvertently used the SIRCOMM credit card in making a purchase and upon discovering the mistake, had contacted the SIRCOMM accountant for instructions to correct the mistake. A check from Mr. Moore has been issued and deposited to correct the mistake.

The financial report submitted to the board from the accountant was reviewed, with corrections to move \$15,498.47 from line item number 004.03.10 to line item number 004.03.09.

Commissioner Bolduc made a motion to accept the financial report as presented with corrections. The motion was seconded by Commissioner Mills. All in favor, motion passed.

- **EIS CAD and RMS Discussion and Update:**

Deputy Director Churchman shared that the update was completed on the 29th of November. EIS was on site when the system went live. Of the 19 original issues the dispatchers had encountered four were still active issues. After the update, they encountered 12 new issues of which 6 had been addressed. Commissioner Howell asked if the issues that the SIRCOMM dispatchers had encountered had all been addressed and Diane Barclay from EIS shared with the board that she and Deputy Director Churchman had worked together to correct all the issues that they could reproduce, however, she felt that it would be necessary to go over the entire list after the new system was up and running and correct the outstanding items. Ms. Barclay stated that the time she had spent on the dispatch floor had been extremely helpful in identifying some of the issues that the dispatchers had encountered. EIS had been made aware of the issues and were monitoring or working to repair the issues.

Commissioner McConnell asked if the new items were new or items still outstanding and Commissioner Mills asked if they were crucial issues. Deputy Director Churchman explained the critical issues at which time Ms. Barclay explained where EIS was on the issue of texting and paging Fire/QRU/EMS not going out. She suggested there was a repair for this item and gave the

information to Director Moore to test. Commissioner McConnell shared a concern regarding the time lapse between toning an agency and a text going out. Director Moore noted that he felt that this issue could be worked through; however, Commissioner McConnell was still concerned about the reliability of the text. He suggested that it may be of benefit for all agencies to keep radios open. Capt. Miller asked if the fire department would have access to the information and Deputy Director Churchman stated that it would only be available in the agencies response area to calls within their jurisdiction. The incident cannot be found by call type, it must be looked up by agency. Ms. Barclay stated that EIS is working on the functionality of the system to find solutions for the "BUGS" and will work through or repair the issues.

Once again, Commissioner McConnell noted that there were six new issues and four old issues still occurring on the CAD and Commissioner Mills asked how important these issues were and was part of the issues just the change since the upgrade. Deputy Director Churchman noted that some were extremely important such as notes missing from calls, missing vehicle tab, calls not showing up on the map and disappearing screens. Ms. Barclay stated the map issue was addressed before the change and came back after the install, however she felt EIS was on top of this issue.

Commissioner McConnell suggested that this item be added to next month's agenda and that EIS could possibly have answers for repairs or fixes for the outstanding reoccurring issues that the dispatchers are encountering. Director Moore suggested that Adam from EIS attend the next board meeting or meet with the board when he could make himself available to clear up these issues. It was felt by the board that a meeting with Adam was of the upmost urgency at this time.

It was suggested that moving forward with the RMS was not feasible until the CAD issues had been addressed.

- **Delta Dental Rate Increase:**

Director Moore stated that he had received notification of the rate increase; however it has already been put into the new budget. It was also noted that he had been working on options to offer employees more affordable dependent coverage than what is currently available. Commissioner Bolduc

suggested it may be feasible to check into the self-funded insurance used by the Mayo Clinic. Director Moore agreed and will research that option also.

- **Fiber Service to SIRCOMM:**

Director Moore met with PMT regarding bringing fiber optics into SIRCOMM and will meet with Stephenson's computers and work through the details. After consulting with Naylor & Hales an OK was given to renew the one year contract.

- **Multi Agency Meeting in January:**

Information has been emailed out regarding the Multi-Agency meeting set for January 11th from 1100 to 1500 hrs. down at the Sawtooth Convention Center meeting room. Director Moore stated that he expects 150 attendees and will offer a taco bar luncheon for the group. It is hoped to be an educational training with input and ideas shared by all agencies.

- **Staff Report:**

Director Moore stated that he had been instructed by the board after an executive meeting to revamp the SIRCOMM hiring process in order to fill the vacant dispatcher positions. A commercial was being aired on KMVT along with the information going out in the North Side Journal regarding openings here at SIRCOMM. In one week after airing, it was noted that twenty two applications had been received with fourteen possible to move forward to the interview process. A discussion entailed on the SIRCOMM hiring and training process with ideas shared on moving the six month process to a possible lesser amount of time. Deputy Director Churchman shared what requirements were necessary to become a trainer and the availability of trainers and shifts for the training process here at SIRCOMM. Director Moore also shared that he was looking into setting up some type of continued education program with reimbursement offered for classes completed while employed at SIRCOMM. Director Moore will be meeting with the attorneys next week to update the personnel manual and he and the deputy director will be going over the SOP's for trainers and training procedures at SIRCOMM. Commissioner McConnell inquired as to what the requirements were to become trainers and the Deputy Director shared the SOP's in place and noted that POST may require additional

training and certification in the future. She also shared that “trainer” was a paid position.

Deputy Director Churchman noted that her office is now secure due to all of the personnel files within. She shared that there are 10 full time dispatchers, 4 part-time and one in training with Tami. She shared she is finished with CPR classes for the year and that fifty seven students had been certified through the program. Commissioner Mills commended the Deputy Director on a job well done.

- **Open Comment:**

Director Moore shared that the new 311 program was being initiated by Sprint, T-Mobile and Verizon. AT & T is in the process of implementing the program. When everyone is up and rolling a press release will be put out to the public, however, due to charges to SIRCOMM from Century Link, the 311 feature will not be available to land lines.

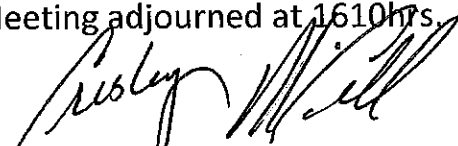
Commissioner McConnell inquired on the status of the construction add-on and Director Moore stated that he would be meeting with Barrett on Friday.

Fire Chief Stevens introduced himself and stated that he had brought a few issues his department had run into hoping to find solutions or implement changes to solve problems. The Deputy Director shared SIRCOMM’s protocol and noted that the mapping layers were items that played into some of the issues and Director Moore stated that he and the Twin Falls Fire Chief were addressing some of the same issues and that in January they would be meeting with Dave Heeb to see if they can be resolved.


13. Executive Session: The Board went into executive session at 1538 to discuss Item #74-206 (1) (a) and (b) and 74-206 (1) (f) per the Idaho Code.

Out of executive session at 1605 .Next Meeting: TBD

Meeting adjourned at 1610hrs.


Chairman Cresley McConnell

Date 1/12/2017


Director John Moore

Date 1/12/17