

SIRCOMM JOINT POWERS BOARD

October 13, 2021 1330hrs
2151 Tiger Drive

Jerome Co. Sheriff's Office
Jerome, ID 83338

Those in Attendance:

Commissioner Charlie Howell
Commissioner Jack Johnson
Kristy Churchman, SIRCOMM
Brett Reid, SIRCOMM
Scott Bishop, TFCSO
Don Newman, TFCSO
Jackie Frey-TFCO OEM
Jeff Perry-KPD
Tyler Williams, Sircomm Legal(Teleconference)
Kirt Naylor, Sircomm Legal(Teleconference)

Commissioner Mark Bolduc
Commissioner Rebecca Wood-Call In
Mariann Schiewe, SIRCOMM
Gary Taylor, JCSO
Susan Tenney, SIRCOMM CPA
Robert Rausch, ISP
Stan Flint MVP
Destry Orth-SIRCOMM

Meeting called to order 1330hrs The Pledge of Allegiance

1. Public Comment: None

2. Correspondence: Director Reid shared that there had been extremely positive responses from the dispatch staff regarding the retention stipends.

3. Action Item: Current Fiscal Statement/Invoices Presented for Payment:
CPA Susan Tenny clarified the end of the fiscal years income and projected income changes for the upcoming fiscal year as well as payments to State of Idaho Military Division and the City of Twin Falls as requested by the JPB.

A motion was made by Commissioner Johnson to approve payment of invoices as presented for the "B" Budget in the amount of \$194,136.63 and the "A" Budget in the amount of \$14,753.01. Second by Commissioner Bolduc, all in favor, motion passed.

Due to issues with the conference phone, the board moved the items requiring SIRCOMM Legal to be attendance seven (7) and eight (8) ahead on the agenda.

7. Action Item: Approval of JPB By-Laws: A review and discussion of the updated revision of JPB By-Laws by the Board and Law Enforcement entailed. The chair took a roll call vote and there were no objections to adopt the revised by-laws.

A motion was made by Commissioner Johnson to adopt SIRCOMM Joint Powers Board Amended and Restated Bylaws. A second by Rebecca Wood, all in favor; motion passed.

8. Action Item: Approval of SIRCOMM Personnel Handbook: It was noted that ICRIMP policy was followed in revising the manual. Changes and updates were discussed by SIRCOMM Legal and presented for approval.

Commissioner Bolduc made a motion to adopt revised SIRCOMM Personnel Policy Manual. Commissioner Johnson second, all in favor; motion passed.

The Meeting reverted back to the order of the agenda with SIRCOMM Legal disconnecting due to teleconference line issues.

4. Action Item: Approval of the minutes from September 15, 2021: After reviewing the minutes it was noted that the date was incorrect:

Commissioner Bolduc made a motion to accept the minutes with date corrected, second by Commissioner Johnson, all in favor, motion carried.

5. Center/Staff Report: Deputy Director Churchman

- Dispatch:11 full-time (1 on leave)/8 part-time/1 part time in training
- 2 in the hiring process/1 Part time to start training Oct 19th
- Panama Schedule requires 12. 10 available to cover shifts. No mandatory Overtime at this point
- 2 FCC Frequencies renewed. 4 due to renew in 2022/1 in 2023, 2024,, 2025, 2027 and this will complete renewals thru 2031.

6. Directors Report/Update

- **SWET (State Wide Electrical Ticketing)** Director Reid asked to table this item indefinitely.
- **IPSCC Grant Surplus:** Director Reid shared that the new telephone project for the dispatch floor with Lumen came in under what was awarded with the IPSCC Grant and SIRCOMM will be allowed to use excess award monies for additional improvements on the dispatch floor.
- **Skeleton Butte:** White Cloud still waiting for the two cables necessary to complete the project. They are due to arrive the first week on November.
- **Training Room Addition:** This item will be addressed as an action item below.
- **Rule of 80 Update:** Idaho Sheriff's Association is working with the legislature on moving this forward.

- **MDT Annual Licensing Renewals-Central Square:** Annual License Fees are coming due. SIRCOMM has paid for the original MDT's renewal fees for the past 3 years since the original purchase. Continuation of these fees being paid by SIRCOMM or each individual agency under consideration. This discussion will be revisited prior to the formulation of the next fiscal budget year.

Items 7 and 8 addressed above

9. Action Item: Approve of Training Room Expansion:

- Director revisited quote previous estimate of \$160k. The updated estimate is \$230k updated bid
- 90 days to send out for bid for project only
- Possibly use original blue prints submitted by architect

A motion was made by Commissioner Bolduc to move forward with the plans for the expansion of the training room. Second by Commissioner Johnson, all in favor, motion passed.

10. Action Item: Approval of Motivations Quality Assurance Program:

- No Q/A evaluations currently in place for dispatch
- Motivations a company that will conduct 3rd party evaluations
- SIRCOMM to supply current SOP's/Motivations remotely log in/select 3 calls per dispatcher per month/evaluate/score/feedback for improvement/178 calls/mo
- Regional/cultural variations with current SOP's applied for evaluations
- Professional development plan to assist in addressing strengths/weakness
- Cost \$9702/year. Online training available
- Approved by APCO and NENA

Commissioner Johnson made a motion to approve the implementation of the Q/A program from Motivations at SIRCOMM. Commissioner Bolduc second, all in favor, motion passed.

11. Action Item: Approval of Support for 911 SAVES Act: This bill is with the state legislature requesting that the occupation of ECO's (Emergency Communication Officers) be redefined not as office support, but as first responders. Assist in moving the Rule of 80 forward.

- The Board requested a copy of the actual proposal and add as an action item to the next meeting agenda.

12. Action Item: None

13. Old Business:

- Owed monies from Lumen (25k) finally received. Still \$4500.00 owed.
- Salmon Tower is up and running. Need to look at putting a battery back-up system in place rather than a generator. Proposed cost of \$7k as a capital improvement
- Web Page is up and running
- Dispatch Supervisor Destry Orth was present and thanked the board for their demonstration of appreciation regarding the stipend award.

14. Next Meeting Date: November 17, 2021 1330hrs JCSO

15. None

Adjourned 1446

Commissioner Charlie Howell, Chairman

Charlie M Howell

Date 11/22/2021

Brett Reid, Director

Brett Reid

Date 11-17-21