

SIRCOMM JOINT POWERS BOARD

December 14, 2022 1330 hrs.

Jerome Co. Sheriff's Office Tr. Room

2051 Tiger Drive

Jerome, ID 83338

In Attendance:

Commissioner Mark Bolduc

Commissioner Charlie Howell

Commissioner Rebecca Wood

Jeff Troumbley-FPD

Angel Hunsaker, SIRCOMM

Mariann Schiewe, SIRCOMM

Kristy Churchman, SIRCOMM

Susan Tenney, CPA

Stan Flint, MVP

Steve Mullen, FFD

Gary Taylor-JCSO

Scott Bishop, TFSO

Tyler Williams, Sircomm Legal-Call In

1. Meeting called to order 1330hrs/Comm. Howell-Pledge of Allegiance

2. **Public Comment:** Rhonda Bartholomew (HUB and Tom Mortimer (Life Flight) dropped off Christmas treats for the staff. Thank you very much.

3. **Correspondence:** None.

4. **Action Item: Approval of current fiscal statements/ Invoices Payment:** After reviewing the documents and a short discussion,

Commissioner Bolduc made a motion to approve payment of invoices as presented for the "B" Budget in the amount of \$98,788.10 and the "A" Budget in the amount of \$1,251.48. Second by Commissioner Wood, all in favor, motion passed.

5. **Action Item: Approval of the minutes from November 9, 2022:**

After a review by the Board, Commissioner Wood made a motion to accept the minutes as presented, second by Chief Trombley, all in favor, motion carried.

6. **Action Item: White Cloud Proposal re: Skeleton Butte/Twin Falls Silo:** A representative from White Cloud was not present, therefore this item will be tabled until the next JPB Meeting.

7. Staff Report: Deputy Director Hunsaker

- Dispatch: 15 full-time (1 still completing training/5 part-time dispatchers, with a part-time returning (in background process)/ 2 have completed phase one and phase two and are now able to work on the floor/1 new hire in classroom training and three applications in the CritiCall Phase of the hiring process.

8. Directors Report: Director Churchman:

a. **911 call statistics:** 97.08 % of all 911 calls were answered in under 15 seconds and 98.72% under 20 seconds. Total calls for the year 29328.

b. **Generator Repairs:** Western States Cat completed their fall maintenance and a report of recommended repairs was submitted for all tower sites totaling \$16K with the Gooding tower in need of the most repairs.

c. **Broadband redundancy (PMT & TruLeap):** SIRCOMM currently has broadband coverage with TruLeap & PMT; however, it came to the Director & Ben's attention that they both use the same carrier and in order to have redundancy at SIRCOMM another carrier (Century Link or Verizon) will need to replace one of the current carriers.

9. Action Item: Amend Personnel Policy Manual:

Director Churchman stated she discovered a discrepancy in the Personnel Manual regarding holiday pay and part-time employees. She and legal discussed the discrepancy and agreed that the Personnel Manual be amended to reflect actual practice.

A motion was made by Commissioner Wood to amend the current Personnel Handbook, Section XII.B (Holiday) with a notation of handbook cover page to clarify its applicability to full-time employees only, consistent with longstanding practice. Second by Chief Troumbley; all in favor; motion passed.

10. Action Item: Approve maintenance person: Director Churchman shared that she felt there are several small maintenance issues (light bulbs out, toilet that runs, clean up around the yard & shop) and would like to have a maintenance person come by once a month and take care of any issues. Capt. Taylor shared that the Sheriff's office has someone they employ for such issues and will ask if he is interested and what his hourly rate would be.

Chief Troumbley made a motion to approve the employment of a maintenance person as needed at SIRCOMM. Second by Commissioner Wood, all in favor, motion passed.

11. Action Item: Old business; Gooding EMS borrowed radios from White Cloud to test if the paging issue still occurred; it has been reported that switching radios did not resolve the issue, therefore it is not a radio hardware problem. **White Cloud is going to set**

up a recorder base at the Gooding site to record tones and check them with an audio analyzer.

Commissioner Howell inquired about the issue of misuse of the CAD and Director Churchman stated that working on updating the list of agency employees with access to the CAD, that 47 names had been removed (no longer employed) and the update was still ongoing.

12. Next JPB Meeting Date: January 20, 2023 JCSO 10:00am

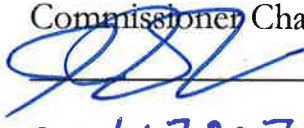
13. Executive Session: 13. Executive session

- a. Idaho Code 74-206 (1)(b) "To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent;"

14. Action Item: Consider action regarding Accountant and/or Accounting Procedures

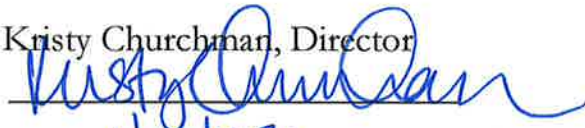
Meeting Adjourned: 1351hrs.

Commissioner Charlie Howell



Date 1.20.2023

Kristy Churchman, Director



Date 1/20/23