

# SIRCOMM JOINT POWERS BOARD

September 13, 2023 1330 hrs.

ISP Region 4 Office

218 West Yakima Ave.

Jerome, ID 83338

## In Attendance:

Commissioner Mark Bolduc

Commissioner Charlie Howell

Mariann Schiewe, SIRCOMM

Tanya Stitt, JCO-OEM

Tyler Williams, SIRCOMM Legal-Call In

Commissioner Jack Johnson

Kristy Churchman, SIRCOMM

Stan Flint, MVP

Scott Bishop, TWCSO

Eric Smallwood, White Cloud

A discussion with Mr. Williams, SIRCOMM Legal, was held regarding the requirements for a quorum, to which he noted, is three (3) members, however for financial votes all three must be County Commissioners.

### 1. Meeting called to order 1334 hrs./Comm. Johnson-Pledge of Allegiance

**2. Public Comment/Correspondence:** Filer Fire Dept. has completed their radio upgrade project with grant monies obtained with the assistance of Jackie Frey. White Cloud has been onsite to assist with equipment installation.

**3. Action Item: Approval of current Fiscal Statements/Invoices:** After reviewing the invoices presented for payment:

**Commissioner Howell made a motion to approve payment of invoices as presented for payment in the amount of \$75,187.29 for the "B" Budget and \$13,465.36 on the "A" Budget. Second by Commissioner Bolduc. All in favor, motion passed.**

### 4. Action Item: Approval of the minutes from August 16, 2023

**After a review by the Board, Commissioner Bolduc made a motion to accept the minutes from August 16, 2023 as presented, second by Commissioner Howell, all in favor, motion carried.**

**5. Staff Report: Director Churchman:** Dispatch: 12 full-time, 5 part-time dispatchers. Six interviewed for open positions, with one pulling his application. Five moving forward into the background, poly and psych portions of the hiring process.

### 6. Directors Report: Director Churchman

**a. 911 Statistic:** 911 calls well within the NENA Standards.

**b. Hansen Site HVAC Issue:** There was a failed blower motor/Bard Unit on the HVAC at the Hansen Tower had to be replaced. Once discovered it was replaced and up and running.

**c. Elmore County Multi-Agency Grant Project:** The Director shares information on the five agency interconnectivity project that involves Elmore County, Boise County, Camas County, Mountain Home AFB, and SIRCOMM.

SIRCOMM will be the Host Node A, and Elmore County the Host Node B, and what the project does is connect all five agency's phone systems together in a circle of redundancy. The grant paid for all agencies to upgrade their phone systems to SIRCOMM's current Viper 7.0 system. IRON installed a router at SIRCOMM, and Lumen installed additional routers at SIRCOMM, as well as visited each of the other agencies and set up their connections to those SIRCOMM-housed routers. All equipment is installed, and the project is complete. What this means is two things:

- Any employee from any of the five agencies can travel to any of the other agencies, log in to a phone console, and answer their own agency's phone calls.
- It also creates seamless redundancy should a fiber optic cable be severed in any of those agency's jurisdictions - which was tested by accident. While Lumen was on site at Camas County completing their connectivity, a fiber optic line was cut; Camas experienced zero interruption to their phone services because their lines were automatically routed through SIRCOMM as the host, and then back to them at Camas, exactly as planned. If SIRCOMM happened to be down at that time, the lines would have routed through the backup host, Elmore, instead.
  - This means the only way that any of the five centers can truly be "down" is if both host agencies, SIRCOMM and Elmore, are down simultaneously.

**d. GIS Workshop, Sept 7:** A lot of good mapping/addressing information was shared. It was suggested by the Director that it may serve SIRCOMM best to look into finding an in-house GIS person to assist with addressing updates as it has been taking up to seven months to get some of the updated addresses input into the CAD. Commissioner Howell suggested that the Director contact the individual currently assisting the County with their GIS input, as he may be available in his off time and may work as a sub-contractor.

The Director also shared that Idaho Power has a scheduled outage on September 18<sup>th</sup> from 9pm until the following morning at 7am; the affected area surrounds the Idaho Power substation in southwestern Twin Falls County, including the SIRCOMM Salmon Tower site; White Cloud assured the Director that there is battery backup at that site that will last the duration of the outage.

**7. Action Item: Hansen/Henslee Tower Licensing Agreement:** SIRCOMM Legal advised that the contract with White Cloud has been approved by White Cloud and is ready for the Boards approval.

**A motion was made by Commissioner Bolduc to present the Hansen/Henslee Lease proposed by SIRCOMM Legal to the Board Chair for his signature. Second by Commissioner Howell, all in favor, motion passed.**

**8. Action Item: Document Destruction Request;** A list of boxed documents that have met the Record Retention Policy for destruction were presented for JPB approval to be destroyed. SIRCOMM Legal requested to review/approve the list and prepare a resolution for said request. Item tabled for the next meeting.

**9. CD Maturation-Allow Auto Renewal:** SIRCOMM CD's at ICCU will be maturing later this month and the Director requested instructions from the Board as to how they wished to proceed on these. After a short discussion:

**Commissioner Howell made a motion to authorize Director Churchman to investigate options for shorter terms and rates available before a decision is made. It was also requested**

that the information on the CD's be included in the Budget reports each month. Second by Commissioner Bolduc, all in favor, motion passed.

10." B" Budget Proposal: Churchman presented the proposed "B" Budget with the corrections the Board requested including adjusting the previously proposed Director increase from 3% to 5%

Commissioner Bolduc made a motion to accept the 2023/2024 "B" Budget as presented. Commissioner Howell second. All in favor, motion passed.

11. Action Item: Old Business-None

12. Next JPB Meeting Date: Wednesday October 11, 2023 1330 hrs. Location TBD

11. 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;"
- b. Idaho Code 74-206 (1)(f) "To communicate with legal counsel regarding pending or potential litigation."

Roll Call:

Commissioner Johnson: Yes  
Commissioner Howell: Yes

Commissioner Bolduc: Yes  
Commissioner Wood: Absent

Sheriff Gough: Absent

Session Convened at 1433 hrs. on September 13, 2023 at 1334 hrs. Out of executive session at 1535 hrs. and adjourned.

No Action Taken

Chair: Commissioner Johnson



Date 10-11-2023

Director: Kristy Churchman



Date 10/11/23