

MULTI AGENCY COMMUNICATIONS CENTER

BOARD OF DIRECTORS MEETING

February 12, 2009

The Multi Agency Communications Center (MACC) Board of Directors met February 12, 2009 at the National Guard Armory, Classroom #105. Chairman Roger Hansen called the meeting to order at 9:00 a.m.

Board Members present were:

Cindy Carter	Grant County Commissioners
Joe Varick	Grant County Police Chiefs
Tom Taylor - Alternate	Largest City or Town – Moses Lake
Dave Hargroves	EMS Emergency Medical Council
Frank DeTrolio	Grant County Sheriff's Office
Mike Thompson	Grant County Cities and Towns
Roger Hansen	Grant County Fire Chiefs and Fire Commissioners

Other present were: Jim Hibbs, Pacific Electronics, Inc.; Elton Miller, Day Wireless Systems; Chief Don Fortier, Grant County Fire District 3; Cameron Probert, Columbia Basin Herald; Chief Darin Smith, Grant Royal City Police Department; Chief Jeremy Burns, Ephrata Fire Department; Chief Rick Martin, Warden Police Department; John Turley, Grant County Sheriff's Office; Mary Allen, Sherri Camacho, Becky Stokoe, Jennie Salinas, Jennifer Kriete, Amy Dice, Pete Betzing and Dean Hane, MACC.

ELECTION BOARD CHAIR – VICE CHAIR: Chairman Hansen removed item as tabled at the January 2009 Board meeting and called for nominations for the MACC Board Chairman.

Motion made and seconded for the re-election of Roger Hansen as MACC Board Chairman. m/s (Taylor, Thompson) No further nominations, nominations closed. Call for the vote. All in favor. Motion carried.

Chairman Hansen called for nominations for the MACC Board Vice-Chairman.

Motion made and seconded for the election of Mike Thompson as Vice-Chairman. m/s (Taylor, Hansen) No further nominations, nominations closed. Call for the vote. All in favor. Motion carried.

PUBLIC COMMENTS: None.

MINUTES: Motion made and seconded to approve minutes as published for the January 15, 2009 meeting. m/s (Taylor, Thompson). Motion passed.

REPORTS

ACTIVITY REPORT: Director Allen provided the January Activity Report.

The CTO class, and travel, attended by Justin Rowland, Cindy St. Pierre and Helen Terry was funded through the E911 Contract.

The APCO International Project 33 Call Center Standards subcommittee that Cindy St. Pierre was selected to serve on, including travel, was funded by CJTC and the E911 Contract. Eight Call Receivers from the State of Washington were selected to serve on this committee as high performing personnel with the highest standards in call taking performance. MACC was honored to have been asked to participate on this panel.

Director Allen noted recognition of two people. Chairman Hansen presented certificates to:

Amy Dice achieved the title of Certified Spillman Systems Administrator because of the level of knowledge and experience in administrating the Spillman Records System.

Jennie Salinas completed the 12-month APCO Leadership Certification Program and is now recognized as a Registered Public Safety Leader (RPL). Graduates of this program will be recognized at a graduation ceremony at the National APCO Conference to be held in August at Las Vegas.

MACC is proud to have both people as part of the MACC organization.

Annual Reviews:

Amy Dice provided a detailed explanation of the Spillman projects worked on over the past year and goals for 2009.

Pete Betzing presented information about the ongoing technical services being provided to MACC. One of the current projects being worked on is to centralize all internet services through one provider.

Director Allen noted that \$97,860 has been approved by the State E911 Office, under the current E911 Operations Contract, for purchase and installation of a Spillman server for additional data storage.

Discussion was held regarding VLAN costs, which are paid by User Fees. VLANs, for connection of User Agencies to Spillman, were set up in order to comply with CJIS Security policy. It was also noted that research is being done to move to VPN connections which were estimated to cost \$40.00 per port, providing VPN can meet the CJIS Security policy.

FINANCIAL REPRORT: Sherri Camacho provided updates to the Financial Report.

Account Receivables are all in order.

Accounts Payable issues have been resolved for January payments.

1/10th of 1% Emergency Communications Sales and Use Tax posted for January (November collection) in the amount of \$122,885.47. \$133,581.04 collected in 2008 for the same time frame.

A meeting was held with the County Commissioners, Grant County Treasurer Darryl Pheasant and Grant County Auditor Bill Varney on January 28, 2009. The County Treasurer notified MACC that the January 15, 2009 Cash Transfer request for the 911 Excise Tax would be delayed until documentation, in the format, and testament, the Treasurer had requested, was sent to the County.

- The creation of new forms for reporting expenditures to the County for reimbursement will be entirely separate from the E911 State monthly reports submitted to the State E911 Office. The County Treasurer's Office prefers that the 911 Wireline and Wireless Tax monies be reimbursed to MACC through the Cash Transfer process like the 1/10th of 1% Emergency Communications Sales and Use Tax process. Director Allen reported that MACC had been providing copies of the monthly revenue and expenditure reports to the County, as generated by the State E911 Office to comply with their reporting standards, however, the County Treasurer and Auditor found them difficult to understand. She also noted the County reports and the State E911 monthly reports will not match up with the changed reporting process.
- The County Treasurer and County Auditor prefer that MACC process their payroll through MACC's own checking account instead of the County accounts payable system. Contact was made with the government accounting representatives at US Bank. The monthly cost is a flat fee of \$35.00 which would enable MACC to process payroll through EFT, online monitoring of the account and training. Request made to MACC Board to open a checking account for payroll processing with a minimum balance of \$100,000.00 to be replenished as needed with funding sources as determined.

Motion made and seconded for the approval and authorization of MACC to create a payroll checking account with US Bank with a minimum of \$100,000.00 beginning balance. m/s (Taylor, Hargroves) Call for the vote. One opposed, 6 in favor. Motion carried. Resolution 01-2009; Depository Services Resolution for Government Entities.

RADIO COMMUNICATIONS REPORT: Dean Hane provided updates on Radio Communications:

Beverly: Preparations for cutover scheduled for February 18, 2009

Frenchman Hills: Bid documents out; Bids close February 24, 2009.

Backup 9-1-1 Center: Move and cutover completed February 10, 2009. Site tested and working.

Report on upcoming technology decision for radio system equipment.

Chief Dean Mitchell requested a presentation to the Kiwanis Club of Moses Lake which was provided by Dean Hane. Presentation well attended by Club members.

Jim Hibbs provided a short report from Pacific Electronics, Inc. on radio system maintenance issues.

A Power Point presentation was given showing the accomplishments for the radio system. Costs were paid for by the 1/10th of 1% Emergency Communications Sales and Use Tax.

- Sites completed: Quincy, Grand Coulee, Beasley, Wahitis, Beverly.
- Site acquisition: Frenchman Hills (Royal City); Pixlee (Soap Lake)
- Backup 9-1-1 Center in place and working.
- MACC Remodeling.

2009 Projects:

- Moses Lake site acquisition.
- New System Technology decision.
- Continued site acquisition, construction.

Other long term visions were noted.

COMMITTEE REPORTS

GRANT COUNTY ILA: No meeting.

TAC MEETING

Fire TAC: Chief Jeremy Burns reported on the Fire TAC meeting held January 29, 2009. Discussion was held about GCFD/ECFD move to FE2 channel which is working well; radio programming software; "Mayday" training for dispatchers.

OLD BUSINESS

GRANT COUNTY REIMBURSEMENT REQUEST – RICHARD STEVENS: In the absence of member Richard Stevens, Grant County BOC, Cindy Carter reported that the \$40,000 requested had actually been revised by the County Maintenance Department to \$15,000.00 costs. The \$40,000.00 was the figure estimated if an outside contractor was used to provide the work. Commission Carter wanted to make the MACC Board aware of the new figure.

NEW BUSINESS

Dave Hargroves requested information on the procedure to amend the Interlocal Agreement for the EMS Representative. He noted that requiring the EMS MACC Board representative to hold an EMT certification was holding back qualified people to provide representation on the MACC Board. Tom

Taylor reported at the last EMS Council meeting, the EMS Council recommended that the wording be changed in the Interlocal Agreement to remove the phrase “an emergency medical technician.” Tom continued that the change in wording does not conflict with other rules of the Interlocal Agreement.

It was noted that a 75% vote of the signatories to the Interlocal Agreement was required to change the Interlocal Agreement. Suggestion was made to email a voting ballot out to all agencies for a quick response time.

EMS recommendation to amend the Interlocal Agreement to read: 1 member appointed by the grant County EMS Council – such member shall be from an agency which provides patient transport and, remove “emergency medical services technician.”

Motion made and seconded to amend to the MACC Interlocal Agreement regarding the appointment of the EMS Representative as recommended by the EMS Council in accordance to other wording provided by the rules of the Interlocal Agreement. m/s (Taylor, Hargroves)

Sheriff DeTrolio commented that the whole structure of the MACC Board needed to be revisited and more law enforcement representation was needed.

Chief Dave Hargroves called point of order, a motion was on the table that has been seconded. Before continuing with Sheriff DeTrolio’s discussion, a call for vote was required, before acting on his comments which were not about the matter at hand.

Call for the vote. One opposed, 6 in favor. Motion passed.

Call for discussion regarding law enforcement representation. Sheriff DeTrolio commented it was a moot point and to move on with the meeting.

Cindy Carter asked if out of state travel was approved by the MACC Board. She also asked if changing internet providers was a Board decision.

CONSENT AGENDA: Motion made to accept the Consent Agenda as presented (See attached). m/s (Taylor, Carter) No discussion. Consent agenda passed.

AGENDA FOR MARCH 12, 2009 MEETING:

There being no further business, meeting adjourned at 10:10 a.m.

Sherri Camacho

Administrative Services Manager