

**MULTI AGENCY COMMUNICATIONS CENTER**

**BOARD OF DIRECTORS MEETING**

April 9th, 2020

The Multi Agency Communications Center (MACC) Board of Directors met via teleconference on April 9th 2020. Chairman Jeremy Burns called the meeting to order at 09:03 am.

Board Members present on the teleconference were:

Tom Taylor	Grant County Commissioners
Kristine Shuler	Grant County Cities & Towns
Kieth Siebert	Grant County Police Chiefs
Tom Jones	Grant County Sheriff's Office
Jeremy Burns	Grant County Fire Chief's & Commissioner's
Dwight Vander Vorste	EMS Emergency Medical Council

Others present were:

Joe Harris	Mattawa Police Chief
Eric Linn	Grant County Fire Districts #10 & #11
John Hoyt	Port Fire
Christal White	MACC
Becky Stokoe	MACC
Dean Hane	MACC

**PUBLIC COMMENTS:** Roll call was taken.

**CONSENT AGENDA:** Motion was made to accept the Consent Agenda. m/s (Jones/Taylor.) Consent Agenda approved.  
**MACC Board REPORTS:**

**ACTIVITY REPORT:** The Interim-Director, Dean Hane, reviewed the Director's Activity Report.

Director Search: I have been in contact with Prothman weekly and at this time there are 6 candidates but it looks like 3 of them will not make the preliminary cut. We received a new schedule which I sent out to all of you. The position closes April 27<sup>th</sup> so it looks like interviews would be the end of May or beginning of June. They did let me know that usually the last week that the job is open is when they see the largest wave of activity.

Corona Virus: Dispatch is doing well and the call taking protocols are working. We have been working with the first responders to pre-screen CRS and not create calls. We have used WCIA, other specialized legal, administrative and medical experts to help us with the process to continue conducting business. We are following the laws with no visitors, tours, sit-a-longs and several projects have been dialed down.

Spillman: The patch has been rescheduled to June 16<sup>th</sup>.

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State 911 Office: is activated as the EOC so we are having the regular communication but nothing is impacting the ability to do the job.

**FINANCIAL REPORT:** The Financial Services Manager, Christal White, provided updates to the financial report.

Emergency Communication Sales and Use Tax: The March 2020 distribution was \$179,977.57. The year to date distributions total \$594,492.80. This month's distribution looks low compared to last month's distribution of \$228,528.37 but the large distribution last month was from December 2019's collection and is usually the largest of all months. This month was higher than the last few years of March distributions but that could change starting next month.

Cash balances: All of the ending account balances were provided as of February 2020.

Income Statements: The Income Statements were reviewed for February 2020.

The User Fee Income Statement was reviewed and the result was 15.77% of the budget was spent and 16.66% of the year has elapsed. The total Staffing Expense is spent at 16.21%.

The E911 Income Statement was reviewed and the result was 22.34% of the budget was spent. This budget is overspent due to paying \$117,000 to Spillman for the annual maintenance last month. This will start to even out in the next couple of months.

The Sales Tax budget is spent at 7.04%.

Training: I have done a fair amount of training this past month in the form of webinars. Early in the month I participated in 2-3 on the topic of COVID-19 trying to sort out all the rules and how they applied to MACC. BIAS took its annual report training to the web and did 6 Annual Reporting webinars. Yesterday I participated in a Summit Law group webinar on Fair Labor Standards Act (FLSA) that was really good. It talked in part about exempt vs non-exempt employees and hourly rates.

Banking: With the banks lobbies being closed we are now depositing via the night drop box. I am still making my deposit during the day but just utilizing the night drop box.

**TECHNICAL SERVICES REPORT:** The Technical Services Manager, Dean Hane, provided updates to the Technical Services Report.

Radio System Redesign: It is possible that MACC will receive a Force Majeure letter from Tait regarding the temporary suspension of the project. The schedule is just one element of the contract that is being impacted. TAIT is trying to avoid the Force Majeure letter.

911 Phone System: The 911 phone system replacement project is suspended due to COVID-19 restrictions. The resources that are required to complete the project cannot be here to do the work. We will try to pick it up in a month.

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Response Plans: Gerrit and the supervisors have put a lot of work in on this project. We have gone from 55,000 response plans to 3,200. Last week was spent testing and training which went well. April 14<sup>th</sup> is the date we will go live over the air using the new plans.

Firewall: The firewall at MACC has been replaced. We are still working through a few lateen issues like getting to certain web sites. If any of you have any trouble or issues getting connected to Spillman or anything else be sure to let us know.

**OPERATIONS REPORT:** Operations Manager, Becky Stokoe, provided updates to the Operations Report.

Stats: The 911 calls were up 295 calls last month over the previous month. The language link calls were up 33 calls and 174.6 minutes.

COVID-19: Since April 1<sup>st</sup> we have entered 33 officer calls that were COVID-19 complaint related. This does not count the calls that we give them the information for the health dept. or other resources.

**PERSONNEL COMMITTEE:** Dean indicated that the personnel committee has not met and the director search information was shared in his Director report.

#### **TAC REPORTS:**

Law TAC: No Meeting/No Report

Fire/EMS TAC: No Meeting/No Report

#### **UNFINISHED BUSINESS:**

1.

#### **NEW BUSINESS:**

1.

#### **Policies:**

1. None

**Motion made and seconded to adjourn the board meeting. m/s (Siebert/Jones.) Meeting adjourned at 0917 hours.**

Agenda items for the May 14th 2020 Board Meeting.

1. None

Christal White, Financial Services Manager