

MULTI AGENCY COMMUNICATIONS CENTER

BOARD OF DIRECTORS MEETING

June 11th, 2020

The Multi Agency Communications Center (MACC) Board of Directors met via teleconference on June 11th 2020. Vice-Chairman Dwight Vander Vorste called the meeting to order at 09:01 am.

Board Members present on the teleconference were:

Kevin Fuhr	Largest City or Town-City of Moses Lake
Tom Jones	Grant County Sheriff's Office
Dwight Vander Vorste	EMS Emergency Medical Council-in person w/staff
Tony Leibelt	Grant County Fire Chief's & Commissioner's
Joe Harris	Grant County Police Chiefs

Others present were:

Christal White	MACC
Becky Stokoe	MACC
Jennifer Pitt	MACC
Dean Hane	MACC

PUBLIC COMMENTS: None.

Roll call was taken.

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

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

Director Search: A lot of time and effort has gone into the Director search. We conducted interviews, made a selection, drafted an offer letter-which was signed, drafted the employment contract-which was sent to legal for vetting, the board and the applicant for review. Quincy Police Department is conducting the background investigation and the detective let me know it should be completed by next Wednesday. The candidate and I have settled on a start date of July 22nd.

The employment contract will need board approval so I am not sure how you want to handle it. Either the board can authorize the board chairman to sign once it is vetted through legal or we can have a special board meeting to approve it.

Dwight suggested we talk about it and decide under New Business.

Collective Bargaining Agreement (CBA): We met with the union last week and talked about the possibility of a 1 year contract roll over. The contract expires 12/31/20 so a 1 year roll would take it to 12/31/2021. In our mind the only thing

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that would change in a roll is wages. There would be no first time topics. They have not come back with a proposal yet and if there is more than a wage increase then it would be full union negotiations.

Billable Calls/CIE's: The Sheriff has this as an agenda item under new business. The policy needs to be updated and defined. We are going to listen to all sides and sort out a path of clarity.

Staff & Dispatch: Staff and Dispatch are healthy and handling services well. We staffed up for the protest last Sunday and it went very well. We are in a support role as law enforcements communications plan and as we understand it went very well in the field with only a couple of arrests.

State 911 Office: The State 911 Office is asking counties to provide their 911 mapping and GIS information to the remainder of the state agencies. MACC has a number of issues with this and our position at the moment is not to allow our data to be shared with state agencies outside of 911. The sharing agreement they put forward is also very poor.

We have a new state contract July 1st and Christal will talk more about that.

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

Emergency Communication Sales and Use Tax: The May 2020 distribution was \$177, 846.29. This month's distribution is from March's collection. The year to date distributions total \$956,489.72.

Cash balances: All of the ending account balances were provided as of April 2020. The bond construction fund has a \$909,030.31 balance but we processed payments to TAIT in June so the balance is actually \$433,610.70.

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

The User Fee Income Statement was reviewed and the result was 31.06% of the budget was spent and 33.33% of the year has elapsed.

The E911 Income Statement was reviewed and the result was 30.41% of the budget was spent. This budget is where the Director salary and benefits are paid from and we are seeing those savings reflected in the Salary and Benefit line items.

The Sales Tax budget is spent at 11.03%.

The Washington State Military Department E911 Coordinator Professional Development (CPD) Contract was received and forwarded to the Grant County Commissioners Office for signature. It is for roughly \$45,000 and is mostly for training and meetings.

Dwight asked if the board needed to take action for the contract. Christal replied that no-the contract is actually with Grant County and the Board of County Commissioners is the signatory.

Billable Calls are projected to be up by 1250 calls and the call year ends June 30th 2020 for the 2021 MACC budget. The Finance Committee will need to start meeting in July although none of them are on the call today. The committee is comprised of: Jeremy Burns, Tom Taylor and Kriss Shuler.

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WA Teamsters Welfare Trust Benefit Audit: The seven year benefit audit is underway although I have only received 1 phone call for clarification on the process for timecards and payroll.

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

Radio System Redesign: TAIT has an engineer out and the first wave of work which is replacing the controllers or brains is underway. We will begin testing today and then migrate the users starting on Monday. The migration will require the law guys moving around channels but there should be no outages. This is a nice milestone to complete.

Spillman: The patch has been scheduled for June 16th. The patch will fix the IBR problems. We will send a notice out with all the expected impact.

Grant County Fire Dists. #10 & #11: We are ramping up for the merger between Grant County Fire Dists. #10 & #11. We have about 85-95% of our prep work done. This includes response plans, auto paging phrases and updated consoles. Beginning July 1st they will be called Royal Slope Fire & EMS.

SUPERVISOR REPORT: Dispatch Supervisor, Jennifer Pitt, provided updates to the Supervisor Report.

Staffing: Brandy has started her Lead Dispatcher role on graveyard. Tammy has worked with her to train her on the duties of the Lead Dispatcher.

We have added scheduled coverage so we have 4 dispatchers from 10am-2am for the busy summer months.

Procedural Manual: The supervisors have revised and updated the procedures manual. It has been through the TAC groups and we are now training the dispatchers.

Stats: There are 84 hours of overtime scheduled for June and July. That includes coverage for a lot of vacations and an extended sick leave.

For the month of May there were 14,550 incoming phones calls which are up 3000 calls from last month. The CAD calls were up 2000 to 8,581.

PERSONNEL COMMITTEE: No Report-See New Business.

TAC REPORTS:

Law TAC: The minutes from the May 28th meeting were sent out and there is nothing further.

Fire/EMS TAC: The minutes from the May 28th meeting were sent out and there is nothing further.

UNFINISHED BUSINESS:

1. None

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NEW BUSINESS:

1. Fulfilling the Director Role: Kevin asked if based on the previous report by the Interim-Director Katherine Kenison was reviewing the director contract. Dean replied that yes she was. He added that the contract was built off of Jackie's contract with D.T.'s pertinent info added to it. He stated that based on that he was good with giving the chairman approval to sign it when completed.

Motion made and seconded to give the Board Chairman approval to sign the Director contract after the background investigation is complete and the contract is vetted by legal. m/s (Vander Vorste/Fuhr.)

2. 2021 Budget: Christal spoke about this during the Financial Services Managers report but just added that she will reach out to the Finance Committee to set up a meeting on July 9th following the board meeting. This meeting will be to look at the final billable call totals and set the billable rate to develop the revenue for the budget.
3. Billable Calls for Service/Policy-Tom Jones: Tom withdrew this agenda item based on starting the work with Dean and Becky to reach a resolution. Dean added that the policy needs some clarity as far as which calls for service are charged to the agencies. What creates a call, what is the process when resolving a dispute, calls created in error (CIE'S), what MACC needs to retain for records and what the prosecuting attorney needs. Overall this topic needs clarity and we will work with Chief Deputy Jones.

Policies:

1. None

Motion made and seconded to adjourn the board meeting. m/s (Jones/Fuhr.) Meeting adjourned at 0925 hours.

Agenda items for the July 9th 2020 Board Meeting.

- 1.
- 2.

Christal White, Financial Services Manager