

**MULTI AGENCY COMMUNICATIONS CENTER**

**BOARD OF DIRECTORS MEETING**

April 8th, 2021

The Multi Agency Communications Center (MACC) Board of Directors met via teleconference on April 8th, 2021. Chairman Jeremy Burns called the meeting to order at 09:01 am.

Board Members present on the teleconference were:

Jeremy Burns (In person)	Grant County Fire Chiefs & Commissioners
Tom Jones (In Person)	Grant County Sheriff's Office
Dwight Vander Vorste	EMS Emergency Medical Council
Kieth Siebert	Grant County Police Chiefs
Dave Sands	Largest City or Town-City of Moses Lake
Rob Jones	Grant County Commissioners
Kristine Shuler	Grant County Cites & Towns

Other's present were:

D.T. Donaldson	MACC
Dean Hane	MACC
Christal White	MACC

**PUBLIC COMMENTS:** None

**CONSENT AGENDA:** Motion was made to accept the Consent Agenda. m/s (Tom Jones/Dave Sands) Consent Agenda approved.

**MACC Board REPORTS:**

**ACTIVITY REPORT:** The Director, D.T. Donaldson, reviewed the Director's Activity Report.

Staffing: We are recruiting for the dispatcher vacancy that will be the result of the internal supervisor promotion process. It is a tough job market and as a result we have not had very many application packets submitted so far. If we do not hire anyone this round, we will wait until after the busy summer season and start again in August. The internal supervisor promotion process will probably happen in June but the candidate will not start in the new position until October.

The Personnel Committee is meeting after the conclusion of the board meeting to talk about filling Dean's position.

National Telecommunicator week is April 11<sup>th</sup>-17<sup>th</sup>. We encourage the board members to stop by on Saturday when we will be having a BBQ. The details of times are in my report.

Summer Mann has earned the stork award for delivering a baby on the side of the highway. You may have read about it but after the WA State Troopers arrived, she continued to assisted them.

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

Emergency Communication Sales and Use Tax: The March 2021 distribution was \$224,014.22. The year to date is \$685,915.83. The distributions are trending well above last year and this month is no exception.

Cash balances: All of the ending account balances were provided as of February 2021.

Income Statements: The Income Statements were reviewed for February 2021.

The User Fee Income Statement was reviewed and the result was 15.42% of the budget was spent and 16.67% of the year has elapsed. Staffing was spent at 14.81% so even though OT is overspent the category as a whole is fine.

The E911 Income Statement was reviewed and the result was 29.55% of the budget was spent. The staffing expense is overspent in all three categories. The maintenance is overspent due to paying Motorola in January.

The Sales Tax budget is spent at 5.04%. A few line items are overspent but this budget has some large projects and the bond payments still to pay.

A budget amendment is on the horizon in the next few months. In addition to overtime & professional services we also have some large leave cash outs.

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

Radio System Redesign: The antennas for the radio coverage project should be here the end of April and installed the first week in May. This should complete this project.

Radios: MACC has received the jail radios and hopes to have them programmed and delivered by the end of the week.

The portable radio replacement project needs to be completed swiftly. I have prioritized it on my list of things to get done. I am proposing a 1 for 1 replacement of all TAIT first-generation radios. This will include all peripheral equipment that goes with them to make them work. This will put us 2 generations ahead of where we are at. The current radios are no longer supported and we cannot even order batteries for them.

Tom asked if we were talking about TAIT radios? Dean said that yes, he intended to purchase TAIT radios. There are only two radios that are vetted on the MACC system-Kenwood and TAIT.

Jeremy asked what are the reasons for the Kenwood radios. Dean said they have been purchased by Fire Service only and the reason was price-less impact to the budget.

Dean shared that the radio replacement project will be about 2M and feels that this project supports the overall goal of MACC to purchase things that benefit all the User Agencies.

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Dave Sands asked about the timeline to complete the replacement project. Dean said about 8-10 weeks for delivery unless there is an issue with availability. We will need about 700 radios so they could ship in bunches.

Jeremy said that the TAIT radio replacement project needs to be on the agenda for Fire Chiefs and Commissioners on April 21<sup>st</sup> so everyone understands.

**Motion made and seconded to proceed with the TAIT 9600 radio replacement purchase for the User Agencies. m/s (Vander Vorste/Siebert.)**

CAD Evaluation Committee: This committee has been meeting for 8 weeks now and I think it is time to take the next step and move to a Request For Information (RFI).

We have had problems with Spillman CAD for months and Motorola, the vendor, has done nothing to fix the problems. We reached out a while ago to the sales team to send a Tech Team out to fix our problems. They are supposed to be out next week only now we hear that they cannot fix the problems. They are saying they can come out and assess the problems. Then this morning I hear that they are still deciding what they can do. They have talked about doing a patch that has only been done in Ferry County, which is not comparable to MACC. They are wanting to send a Care Team out on the 27<sup>th</sup> to meet with some Board Members and CAD Users. I suggest if they fail on the 14<sup>th</sup> with the Tech Team, we cancel the Care Team and move forward.

We are engaged with other CAD vendors and I have received the contract for the consultant we have selected. I think we should have him move us forward with the RFI process. There are different tiers of CAD vendors with 3-4 of them being Tier 1 vendors. I think we should go through the process. This project could easily cost 2M with maintenance of 20%. The new vendors we have seen make it clear that what we have is very old. Some of our people have only known Spillman. Some of the new CAD software we have looked at has records retention features which automatically purge records. This will be huge to the records people.

As far as data conversion from Spillman to the new system we will have to sort out what to move forward. We have over 400,000 name files in Spillman. What we don't want to do is keep Spillman just for old records.

Today we have 1 CAD server so going forward we will need to think about redundancy. Whether this is the cloud, multiple servers or some other option it will need to be discussed.

**PERSONNEL COMMITTEE:** No Meeting-Nothing to Report

**EXECUTIVE COMMITTEE:** No Meeting-Nothing to Report

**FINANCE COMMITTEE:** No Meeting-Nothing to Report.

#### **TAC REPORTS:**

Law TAC: D.T. shared that Gerrit is now sending out the billable call reports. They are in a new format but the process of agency review is still the same.

Fire/EMS TAC: Jeremy shared that they talked about using the WARN tones when iSpy is down or going down.

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The Fire Chiefs and Commissioners are discussing the new schema for apparatus naming. Moses Lake Fire will be the first to test it.

#### **UNFINISHED BUSINESS:**

1.

#### **NEW BUSINESS:**

#### **Policies:**

1. Personal Communication Devices-Policy #107-this policy has gone out to the board and is in your packets. It would allow admin staff to be paid a stipend in lieu of carrying two cell phones.

#### **Motion made and seconded to approve Policy #107. m/s (Siebert/Jones.)**

2. Employee Recognition-Policy #232-This policy has also gone out to the board and is in your packets. This is as a result of the WA State Auditors suggestion during the last audit. The two main employee recognition items are the telecommunicator awards and National Public Safety Telecommunicator Week.

#### **Motion made and seconded to approve Policy #232. m/s (Jones/Siebert.) Meeting adjourned at 09:20 hours.**

#### **Motion made and seconded to adjourn the board meeting. m/s (Jones/Sands.) Meeting adjourned at 09:38 hours.**

Agenda items for the May 13th 2021 Board Meeting.

1.

Christal White, Financial Services Manager