

**MULTI AGENCY COMMUNICATIONS CENTER**

**BOARD OF DIRECTORS MEETING**

June 9th, 2022

The Multi Agency Communications Center (MACC) Board of Directors met on June 9th, 2022. Chairman Jeremy Burns called the meeting to order at 09:00 am.

Board Members present were:

Dwight Vander Vorste	EMS Emergency Medical Council
Jeremy Burns	Grant County Fire Chiefs & Commissioners-Phoned In
Tom Jones	Grant County Sheriff's Office
Kristine Shuler	Grant County Cities & Towns
Kevin Fuhr	Largest City or Town-City of Moses Lake
Rob Jones	Grant County Commissioners-Phoned In

Other's present were:

Mathew Wood	City of Moses Lake
Derek Beach	City of Moses Lake Fire Dept.
Dan Smith	Grant County Fire Dist. #5
Lee Coble	Racom
Christal White	MACC
Gerrit Klein	MACC

**PUBLIC COMMENTS:** None

**CONSENT AGENDA:** Motion was made and seconded to accept the Consent Agenda. m/s (Jones/Fuhr) Consent Agenda approved.

**MACC Board REPORTS:**

**ACTIVITY REPORT:** The Financial Services Manager, Christal White, reviewed the Director's Activity Report.

Staffing: Two new trainees started on May 25<sup>th</sup> and are currently in the classroom. We had one trainee who was on the dispatch floor call-taking resign. We are currently open with another recruitment with a projected start date of mid to late August.

The Network Technologist, Wally Bostrom, resigned. He is moving to Nebraska and will be greatly missed. Gerrit will talk a bit more about the plan going forward.

Schedule: On June 6<sup>th</sup> we moved to a new 12-hour schedule, which consists of three 12-hour shifts and one four-hour shift per week.

We are updating the policy on shift trades to increase opportunities for flexible time off. The Teamsters are reviewing the proposal.

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The Columbia Basin Herald was here to interview MACC staff for the upcoming Strength edition.

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

Emergency Communication Sales and Use Tax: The May 2022 distribution was \$294,995.00. The year to date is \$1,232,624.17.

Cash balances: All of the ending account balances were provided as of April 2022. The payroll account balance was very low prior to making the increase to accommodate the move to bi-weekly payrolls. The bond interest payments will be made in June from Fund 135 at the Grant County level.

Income Statements: The Income Statements were reviewed for April 2022.

The User Fee Income Statement was reviewed, and the result was 33.11% of the budget was spent and 33.33% of the year has elapsed. Staffing was spent at 33.14%.

The E911 Income Statement was reviewed, and the result was 38.71% of the budget was spent. Staff expense was spent at 24.25%.

The Sales Tax budget is spent at 16.57%. There are multiple line items overspent but the budget is still within the percentage of the year that has elapsed.

Resolution 03-2022-MACC 2022 Budget Amendment under New Business will address budget shortages in all three budgets.

The MACC budget group met to start the preliminary planning for the 2023 budget. We will plan to meet with the Finance Committee next month.

**TECHNICAL REPORT:** The Technical Services Manager, Gerrit Klein, reviewed the Technical Services Report.

### Radio System

- Racom is coming up with options to begin sunseting the VHF radio system.
  - It is fact finding only at this point.
  - Repair and replacement of VHF radio system components is an increasingly time-consuming process, and the system is expensive to maintain.
  - There may be ways to host tone/voice paging in the P25 environment while still using the VHF pagers.
  - This work is still in progress.
- Racom is scheduling repairs at Wahitas Peak site
- Legacy Power will be starting the yearly Generator Maintenance cycle.
- Battery Maintenance for the 13 radio sites has been scheduled for August 15 – August 18.
  - Maintenance will be done by American Power Systems.
- 5 VHF Reciters and 1 VHF PA are being sent to Tait for Maintenance / Repair.
  - Unknown turnaround time on these components

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### Stancil Site Logging Recorder

- Site logging recorder work has been completed and is operational.
  - As requested by our customers, MACC 911 is recording additional channels
    - N County TAC 1, S County TAC 1, E County TAC 1, E County TAC 2, W County TAC 1
      - Fire agencies will be able to utilize these TAC Channels on Fire scenes
    - Jail 1 and Jail 2
  - TRT
    - This was requested by the TRT team so they could use this channel on operations.
    - This channel was placed at the dispatch consoles so MACC could assist on TRT operations.
      - Will need prior notice from the TRT team so we can staff this channel.

### Avtec Scout Console Update

- This project is nearing completion
  - There is still one outstanding issue that need to be addressed before acceptance is signed.
  - New consoles are in:
    - Visual refresh for Dispatchers
    - Still problems with volume levels at the intercoms

### Fire/EMS Dedicated Paging Channel

- Fact finding is still in progress.
  - A few agencies have contacted MACC and articulated that they were not in favor of this.
- More discussion is required before any decisions can be made.

### CAD System

#### RFP conditionally awarded to 365Labs

- Pending successful contract negotiations
- National Public Safety Group is actively working on contracting
  - Expecting this process to take approximately one month
- Once contracting is completed and signed, project kick off will commence

#### MACC has purchased APCO Intellicom

- Use terms and conditions were reviewed and agreed to
- We still have to decide if we will purchase the Spillman interface-\$4,000-or wait to roll this out with the new CAD.

### General

- Mobile Radio Updates
  - MACC Technical Services is contacting all our customers and updating their mobile radios.
    - Programming is still in progress with 8 agencies left to go.
    - So far MACC is achieving its one agency a week goal so we have about 8 weeks left.
  - As we continue to work on the radio programming, we are receiving requests for changes and edits.
    - Most of these requests will be documented and changed once we are done with programming.
      - We will coordinate with agencies requesting changes when we are ready to roll out the updates.
- LTE over LMR
  - Project is still in progress.
    - Tait has deployed our Law Enforcement encryption in the cloud.
    - Still working out the bugs.
    - The Warden Police Department is testing this technology and building confidence for roll out.

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- Other customers have been given access to do the same.

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

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

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

**Law TAC:** Nothing to add to the report.

**Fire/EMS TAC:** Nothing to add to the reports.

#### **UNFINISHED BUSINESS:**

1.

#### **NEW BUSINESS:**

1. Radio Programming-Moses Lake Fire Department (MLFD) & Grant County Fire District (GCFD) #5: MLFD shared that they have moved to some Kenwood radios after an incident where MLFD was at a scene with GCFD #5 could not communicate on their Tait radios but GCFD #5 could communicate on their Kenwood radios. They have had problems getting the Kenwood radios programmed since MACC holds the site key but is not familiar with programming them. Racom can program them but does not have the site key. We are open to having some sort of agreement with MACC so Racom can have the site key or whatever it would take so we can get them programmed.

Jeremy stated that MACC being the key holder should continue for NFPA & FEMA interoperability. We have not always had that, and it has been very confusing in the past. Different agencies had different programming so there was not a consistent organized approach to which buttons were programmed to do what. Now you can be assured that programming is universal on the system. Gerrit I will turn it over to you.

Gerrit spoke stating that MACC wants to retain the key and maintain the radios on the model we built. It is optimal to protect and ensure safety for the law partners as well. Currently we have sole possession and the radios are like programmed so they behave and respond alike.

- MACC having sole possession of the site key ensures that no unauthorized or malicious programming can occur. It is CRITICAL that we protect the radio systems authentication and security. Remember, we've built this model and it works effectively when the model is followed.
- Sole possession ensures that all radios on the MACC system are "like programmed" and all radios have all common channels in a like order. MACC needs all of the radios on the system to behave and respond alike. This is akin to when all agencies were programming their own radios and it was a mess. Nobody should be tweaking any system settings in the radios

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- Sole possession ensures that all radio changes are approved by agency administrators. This is a valid point and leads to the premise about system management – there is only one system manager (agency), and that does include subscriber settings.
- Sole possession ensures that all radio identifications are properly maintained and confirms that lost or stolen radios cannot be reactivated without our intervention. This is critical to user/system operation.

Gerrit summed up his reasons for wanting to retain the key with an offer of a solution. Racom can come on site to MACC and we will set them up a computer and the files so they can program the Kenwood radios but there will be a cost to the agencies.

Lee from Racom did add that MACC could get a 1X use “slave key” that could be used for each individual radio and that might be an option. He said he does not feel handing over the master key is a good idea for the reasons Gerrit mentioned.

Jeremy & Kevin both stated that they would be open to Racom coming on site to program under MACC’s supervision. If the slave key is an option great but if not then MACC should retain control.

Tom asked MLFD & GCFD #5 how many Kenwood radios are we talking about? MLFD has 6 mobiles & 12 portables. GCFD #5 has several in command rigs because they are one radio head for both the VHF & 800 radio systems. What was the problem with communication? There are dead spots in the county, and we all have them.

MLFD brought up the bid process sometimes results in Kenwood radios being purchased so they need to be able to get them programmed.

Gerrit said Dean did vet them on the system and he can program them, but we will not have him forever. He also stated that today is the first he has heard of the communication problem so he would like a chance to look into it and see what the issue was.

Jeremy restated that he would like to see MACC retain the key and have Racom come to MACC to do the programming.

**Motion was made to and seconded to approve MACC retains the key and work out programming for agency Kenwood radios. m/s (Fuhr/Jones.)**

2. Resolution 03-2022-Amend the 2022 Budget for the purpose of increasing expenditure line items.

The budget amendment covers the expenditure line items we have talked about for some time. Overtime is being increased by \$100,000; Professional Services \$131,500 for PSA’s not in the budget; Repair & Maint. \$60,000; Communications \$6,500; Small Tools \$10,000; & Insurance \$6,500. It totals \$314,500 and will be funded out of the sales tax dollars. This resolution does not include the CAD project, but that amendment will be coming in the next few months.

**Motion made and seconded to approve Resolution 03-2022 Amend the 2022 Budget for the purpose of increasing expenditure line items. m/s (Shuler/Fuhr.) Motion approved.**

**Policies:**

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1. Policy #217-Holidays-This policy has been updated to include Juneteenth. The policy covers Admin Holidays and non-represented employees only. MACC has modeled the holidays recognized after Grant County and they have added this holiday as well.

**Motion made and seconded to approve Policy #217 adding Juneteenth to the list of Admin Policies. m/s (Fuhr/Jones.)  
Motion Approved.**

**Jeremy noted that this is Tom Jones last board meeting and thanked him for his service to MACC as part of the board.**

Tom let the group know that the Grant County Commissioners Office must now appoint someone to the role in an interim capacity until a new sheriff is elected this fall. Tom said Ryan Rectenwald will serve on the board until then.

Agenda items for the July 14th, 2022, Board Meeting:

- 1.

**Motion made and seconded to adjourn the board meeting. m/s (Jones/Fuhr.) Meeting adjourned at 9:55 hours.**

Christal White, Financial Services Manager