



## Operations Board

Meeting Agenda

January 13, 2017; 9:30am

West Pierce Fire & Rescue - Station 20  
10928 Pacific Hwy SW, Lakewood, WA

---

- I. Call to order
- II. Approval of Agenda
- III. Approval of Minutes – December 2, 2016
- IV. Public Comment
- V. Old Business
- VI. New Business
- VII. Staff Briefing
  - A. Executive Director Report
- VIII. Action Items
  - A. Motion 2017-01 to accept budget presentation and support funding for the Combined Communications Network (CCN) radio access fees Communications Center
  - B. Motion 2017-02 to endorse the 35<sup>th</sup> St dispatch center as the backup facility to the new Public Safety
- IX. Good of The Order
- X. Executive Session
- XI. Adjournment



## Operations Board

Meeting Minutes

December 2, 2016

West Pierce Fire & Rescue - Station 20

10928 Pacific Hwy SW, Lakewood, WA

**Chair:** Jim Sharp (WPRF)

**Vice Chair:** Mike Zaro (LPD)

**Attending:** Mike Zaro (LPD), Jim Sharp (WPF&R), Faith Mueller (TFD), Nick Hausner (PCSO), Ron Schaub (Pierce Transit Police), Ryan Baskett (GF&R), Peter Fisher (FPD), John Burgess for Steve Nixon (GHF & Medic One), Tim Pierce (CPF&R), Dave McDonald for Bryan Jeter (PPD), Kelly Busey (GHPD), Andrew Neiditz (SS911), Rebecca Hendricks (SS911)

- I. **Call to Order:** Jim Sharp called meeting to order at 9:46am.
- II. **Approval of Agenda:** Jim Sharp requested approval of agenda. Moved-Seconded-Approved.
- III. **Approval of Minutes:** Jim Sharp requested approval of the minutes from October 14, 2016. Moved-Seconded-Approved.
- IV. **Public Comment** – None.
- V. **Old Business** – Combined Communications Network (CCN) 2017 Radio System Costs
  - Pierce County DEM Director Lowell Porter, presented on the 2017 CCN radio system costs
  - Chief Fisher asked what percentage of the “50 cent” revenue is being used. Robinson answered it was 12% of the “70 cent.”
  - Chief Sharp advised the Board had intended to make motion to accept budget presentation. However, with several absences at today’s meeting, he recommends reconsidering at next meeting. Board voiced consensus to address at next meeting. Mr. Porter offered to meet one-on-one with the absent members.
  - Chief Fisher inquired about the CCN position on 10-point plan. Mr. Porter advised he planned to have the budget and 10-point plan at the November meeting, but the meeting was not held due to a lack of quorum. Both items are on agenda for the December 14th. Mr. Porter is confident both will be approved.
  - Chief Burgess believes it is wise to table. He expressed appreciation for the work by the CCN and would like more information on the CCN commitment to the 10-point plan as the plan is very important to the Board.
  - Chief Fisher suggested the Board direct the executive director to work with CCN to obtain a voting membership for South Sound 911 (seat appointed by South Sound 911). Fisher commented that South Sound 911 provides significant funding to the CCN with very little input on how money spent. Mr. Porter advised that staff is working with legal to review the ILA to see what is necessary to amend and how to achieve. Issue is on the agenda for the December 14<sup>th</sup> meeting.
- VI. **New Business** – Backup Facility Discussion
  - Kevin Kearns presented a comparison of the two potential backup facilities, concluding the 35th St. facility is the best option.
  - Chief Baskett asked the approximate footprint of 35th St. Mr. Kears advised about 4800 sq. ft. and is sufficient for a long term back up. The space can accommodate all the technology



and positions that are needed. The center won't include all operations (admin, etc.), but will accommodate dispatch/call taking operations.

- Executive Director Neiditz informed the Board that the presentation is on the December 7<sup>th</sup> Policy Board agenda. A decision will be needed in the near future to assist with predevelopment and planning.

## **VII. Staff Briefing**

### **A. Executive Director Report**

- Mr. Neiditz met with Tacoma Police regarding the transition from Assistant Chief Cribbin to Assistant Chief McAlpine. Mr. Neiditz commented on the dispatch staff's commitment and dedication to their work in response to the line of duty death in Tacoma. The incident allowed agency to review and assess CAD/MPS with increased use.
- 3rd quarter financial report provided to Board. On target to close out the year.
- FireComm successful cutover to the new CAD system last month. The 19 fire departments joined all the law enforcement agencies. Tacoma Fire cutover pending.
- Hexagon invited Tim Hannah and Executive Director Neiditz to present to the company on South Sound 911 and our CAD experience.
- Pierce County Council adopted a resolution which formally made the 3580 Pacific Ave site available to South Sound 911. Pierce County adopted a budget adjustment to reimburse South Sound 911 for demolition costs. Specs for the demo are being compiled and anticipated to go out to bid in December or January. Staff is working on the terms of the long term land lease.
- A community meeting is scheduled for December 8<sup>th</sup> at the Tacoma Pierce County Health Department to provide an update on the demolition and project. The community is supportive of South Sound 911 being part of neighborhood.
- The City of Tacoma Economic Development Committee requested a presentation on the project.
- The Policy Board established a joint Board radio fees committee. The committee has met once already and is meeting again next week.
- The FireComm employee transition is moving forward. West Pierce is hosting a Celebration of Service on December 7<sup>th</sup>.
- South Sound 911 is holding its employee recognition event on December 12<sup>th</sup>. Board members are invited to attend.

## **VIII. Action Items**

### **A. Motion 2016-12 to Amend Bylaws**

- A motion was made (Mueller) to approve Motion 2016-12; 2<sup>nd</sup> (Hausner), passed - unanimously.

## **IX. Good of The Order**

- Deputy Chief Mueller expressed appreciation to the public safety community for the outpouring of support in the Tacoma line of duty death.

## **X. Executive Session – Not held**

## **XI. Adjournment – the meeting was adjourned at 10:55am.**

Respectfully submitted,  
Rebecca Hendricks

## REQUEST FOR OPERATIONS BOARD ACTION

**Date action is requested:** 1/13/2017

**Title:** Motion 2017-01 to accept budget presentation and support funding for the Combined Communications Network (CCN) radio access fees

**Attachments:** None

**Type of action:** Motion

**SUBMITTED BY:** Andrew E. Neiditz, Executive Director

**RECOMMENDATION:** It is recommended the Operations Board accept proposed CCN system costs and charges.

**BACKGROUND:** Per the Interim Plan for Public Safety Radio System Access Fee Charges 2017-2019 (accepted by the Policy Board and Operations Board at their Joint Board Workshop on July 27, 2016) “the radio system owners agree to coordinate development of their detailed rate models with South Sound 911, and jointly present their proposed system costs and charges to the South Sound 911 Operations Board for its review and acceptance at a meeting prior to 11/1/2016.” The CCN presented its detailed budget and rate model for its radio system fees for 2017 to the Operations Board on October 14, 2016 and its revised plan on December 2, 2016.

**ALTERNATIVES:** Direct staff to further evaluate budget and alternate fee models.

**FINANCIAL IMPACT:** For 2017, South Sound 911 would provide the CCN \$560,000 in cost sharing to limit the users’ radio system access fees to \$31.50 per month per radio. The funds are included in the 2017 budget.

# REQUEST FOR OPERATIONS BOARD ACTION

**Date action is requested:** 1/13/2017

**Title:** Motion 2017-02 to endorse the 35th St dispatch center as the backup facility to the new Public Safety Communications Center

**Attachments:** None

**Type of action:** Motion

**SUBMITTED BY:** Andrew E. Neiditz, Executive Director

**RECOMMENDATION:** It is recommended that the Operations Board endorse the 35<sup>th</sup> St. dispatch center as the backup facility.

**BACKGROUND:** South Sound 911 commissioned a facility study in 2013. The study, conducted by IXP, identified two potential backup facilities from the existing PSAP facilities. The two identified were the Puyallup dispatch center and the 35<sup>th</sup> St dispatch center. IXP was subsequently re-engaged in 2016 to look in more detail at the two backup options and provide a recommendation on the best option. Kevin Kearns with IXP presented to the Operations Board at its October 14, 2016 meeting on the advantages and disadvantages of both options, concluding that “the 35<sup>th</sup> Street facility appears to provide the best alternative for use as a backup for the new South Sound 911 facility.”

**ALTERNATIVES:** Direct staff to evaluate other options for a backup facility.

**FINANCIAL IMPACT:** None at this time. The 35<sup>th</sup> St facility will require modifications/upgrades for use as a backup. Future costs will be approved by the Policy Board.

---

Executive Director Review

