

Policy Board Meeting Minutes

Meeting Date: September 20, 2017
Meeting Time: 11:00am
Meeting Place: 955 Tacoma Ave S, #102, Admin Conference Room

Attending: Joe Lonergan, Tim Curtis, Doug Richardson, Bruce Dammeier, Paul Pastor, Michael Brandstetter, Grant Erb, Julie Door and Dave Enslow. Operations Board Co-Chairs: Jim Sharp and Pete Fisher. Staff: Andrew Neiditz, Mark Mears, Ken Sharp, Janet Caviezel and Rebecca Hendricks

- I. Chair Joe Lonergan called the meeting to order at 11:10am.
- II. Public Safety Communications Center
 - Executive Director Neiditz provided a presentation recapping the architect selection process, the proposed programming and pre-design contract and the next steps for the project. The proposed cost for the contact is approximately \$160,000.
 - Vice-Chair Curtis asked what considerations have been taken to make sure the emergency operations center can manage a disaster. Mr. Neiditz advised that the EOC is under consideration. Preliminary decision to include in facility was made by predecessors and is stated in the Interlocal Agreement. The facilities plan included square footage for an EOC. The space would be multi-purpose and be used for training, etc. The plan did not provide for equipping the EOC and decisions on who would manage the EOC have not been made. The strategic study is evaluating the EOC issue.
 - Boardmember Door asked if anyone on selection team has worked with firm before. Mr. Neiditz advised no. Boardmember Door asked what selection criteria was used to evaluate the firms. Executive Director Neiditz responded that the firms familiarity with the type of project, track record with project, successful builds, openness to working with public sector agency that governed by numerous agencies, understanding of how police, fire and local government operates were all part of the criteria. Mark Mears, Law Enforcement Deputy Director, included the firm's ability to help with transition/move, and the ability to effectively evaluate equipment. Boardmember Door asked if a project manager is assigned. Mr. Neiditz advised there is dedicated project management from the firm, as well as, within South Sound 911 in an owner's representative role. CallisonRTKL/ADG project managers will be at the Policy Board meeting on September 27, 2017.
 - Boardmember Brandstetter asked if staff has confidence that firms can stay on time. Mr. Mears advised that the firm has a good track record with meeting timelines. Operations Board Chair Jim Sharp commented the reference checks addressed timeline and ability to stay on budget. He is confident firm will meet timeline.
 - Boardmembers Dammeier and Door expressed concern with moving forward with design without resolving the issues in the strategic study. Chair Lonergan does not

believe the study recommendations will significantly affect the design of the building. Potentially may need additional administrative space, but the design already calls for space for growth. Mr. Lonergan does not believe there will be a desire to centralize radio shops so design wouldn't include. Mr. Dammeier stated radio operations could be centralized. Mr. Dammeier also stated concern that he has heard uncertainty if Tacoma Fire dispatch operations will be housed in the new building. Mr. Neiditz advised that there have been numerous meetings to discuss how Tacoma Fire dispatches, but at no time has Tacoma leadership ever envisioned its dispatch as not part of the building.

- Vice-Chair Curtis –believes the phased approach is a good approach to get the project rolling. Chair Lonergan also likes the phased approached with design options. The Tacoma Fire dispatch study should be released shortly as well as the strategic study and both should answer questions about future operations. There is room in phased approach to address concerns. Boardmember Erb commented that the project just keeps getting pushed further and further back. He does not feel that the pre-design/phase 1 contract has much risk and would like to move forward.
- Boardmember Richardson requested a copy of the fire study by next week's meeting. He doesn't see an issue with the preliminary design phase. The agency already has \$2M invested for demolition of the site.

III. A motion was made to adjourn the meeting at 12:28pm; 2nd, passed – unanimously.

Respectfully Submitted
Rebecca Hendricks