

Policy Board Members

Joe Lonergan, City of Tacoma Councilmember
 Tim Curtis, City of Fife Councilmember
 Doug Richardson, Pierce County Councilmember
 Bruce Dammeier, Pierce County Executive
 Paul Pastor, Pierce County Sheriff
 Robert Thoms, City of Tacoma Councilmember
 Michael Brandstetter, City of Lakewood Councilmember
 Grant Erb, West Pierce Fire & Rescue Commissioner
 Julie Door, City of Puyallup Councilmember
 Dave Enslow, City of Sumner Mayor

Policy Board Meeting

Meeting Date: **October 25, 2017**
Meeting Time: 9:00am
Meeting Place: Lakewood City Hall, Council Chambers

PUBLIC PARTICIPATION IN BOARD MEETINGS

Anyone may address any action item on the agenda for consideration. Rules for public comment were adopted by the Policy Board on March 28, 2012 and are available at <http://www.southsound911.org/DocumentCenter/View/341>.

Meeting Agenda is as follows:

- I. Call to Order
- II. Roll Call
- III. Public Comment
- IV. Consent Agenda
 1. Approval of Agenda
 2. Approval of Minutes of September 27, 2017 Meeting (Page 2)
 3. Motion 2017-30 to authorize the 2018 Classification Plan for Non-Represented Employees (Page 5)
 4. Motion 2017-31 to change the regular December 27, 2017 meeting of the Policy Board to December 20, 2017 at 9:00am at Lakewood City Hall (Page 7)
- V. Old Business
- VI. Staff Updates
 1. Executive Director Briefing – Andrew Neiditz
- VII. Operations Board Briefing – Jim Sharp, Chair
- VIII. Presentation and Discussion
 1. Fire/EMS Call Receiving and Dispatch Report – Deputy Director Ken Sharp/Kevin Kearns, IXP
- IX. New Business
- X. Action Items
- XI. Other Business / Announcements
- XII. Executive Session
- XIII. Adjournment



Policy Board Meeting Minutes

Meeting Date: September 27, 2017
Meeting Time: 9:00am
Meeting Place: Lakewood City Hall, Council Chambers

I. Chair Joe Lonergan called the meeting to order at 9:02am.

II. Roll Call -

- | | |
|---|---------|
| 1. Joe Lonergan, City of Tacoma Councilmember | present |
| 2. Tim Curtis, City of Fife Councilmember | present |
| 3. Doug Richardson, Pierce County Councilmember | present |
| 4. Bruce Dammeier, Pierce County Executive | present |
| 5. Paul Pastor, Pierce County Sheriff | present |
| 6. Robert Thoms, City of Tacoma Councilmember | present |
| 7. Michael Brandstetter, City of Lakewood Councilmember | present |
| 8. Grant Erb, West Pierce Fire & Rescue Commissioner | present |
| 9. Julie Door, City of Puyallup Councilmember | present |
| 10. Dave Enslow, City of Sumner Mayor | present |

III. Public Comment

IV. Consent Agenda

1. A motion was made to approve the consent agenda as presented (Richardson); 2nd (Brandstetter), passed – unanimously.

VI. Old Business

VII. Staff Updates

1. Executive Director Briefing
 - The Fire/EMS dispatch study was distributed to both Boards on Monday. Discussion has not yet been scheduled. Staff is working with Tacoma on how best to proceed.
 - The DELTAWRX final interviews are next week with a validation workshop in early November, followed by recommendations expected first week of December.
 - South Sound 911 was invited by the Bonney Lake City Council to discuss results of a study conducted by a consultant hired by Bonney Lake. The City Council is concerned with the consultant’s representation of response times. Staff is reviewing the study and will follow-up with Bonney Lake. A Bonney Lake Councilmember also brought up the concern about WSP answering calls made in Bonney Lake Walmart parking lot. The Councilmember was advised the issue is under review with strategic study.
 - The local Business Examiner 40 under 40 program recognized two key staff members – Peter Beckwith, General Counsel and Rob Oesch, Assistant Director of Information Services.
 - A memorandum of understanding (MOU) regarding the Public Safety Communications Center was signed by the Pierce County Executive. The detailed agreements for the lease, etc. are



pending. The demolition of the hospital is almost complete with over \$1.9M expended in reimbursement to the County to date.

- Executive Director Neiditz advised he received a report on the August 12th evacuation from Pierce County Facilities Management yesterday, but has not yet met with them. Mr. Neiditz was extremely pleased with staff's response to the incident, but lessons were learned.
- Deputy Director Ken Sharp presented an overview of the After Action Report for August 12th power outage and evacuation of 35th St.
 - Boardmember Dammeier commented the incident was a good test of the systems, but illustrates some technical issues needed attention. Need to evaluate redundant uninterruptable power supply (UPS) and communicate more effectively. It was a bad situation that was managed well.
 - Boardmember Brandstetter asked if staff needs to evaluate having more handheld radios available. Mr. Sharp advised all equipment need will be reassessed.
 - Boardmember Dammeier asked where redundancy will be at in five years. Mr. Sharp advised that there will be immediate redundancy in building design, offsite redundancy at a local backup location and also out-of-area redundancy, which has not yet been identified.

VIII. Operations Board Briefing

- Chief Sharp advised the Policy Board that the Operations Board has not yet met to discuss the After Action Reports. He has reviewed and looks forward to working with staff on operational planning to address issues identified.
- Operations Board is excited to work with Callison and its highly qualified team and to begin designing building.

IX. Presentation –CallisonRTKL/Architects Design Group (ADG)

- Chris Beza, Vice President, CallisonRTKL and Ian Reeves, Specialty Design Architect, ADG presented on the pre-design phase of facility project. No questions presented by Board.

X. New Business – None

IX. Action Items

1. Motion 2017-28 to enter into a phase 1 contract with CallisonRTKL to perform the programming and pre-design architectural and engineering services for the Public Safety Communications Center (PSCC) in an amount not to exceed \$155,700 net of any applicable sales tax
 - A motion was made (Curtis), 2nd (Brandstetter) to approve Motion 2017-28.
 - Chair Longergan called for discussion. None.
 - Chair Lonergan called for a vote. Ayes (8), Nays (2 – Dammeier, Door). Motion passed.
2. Motion 2017-29 to authorize executive director to enter into a memorandum of understanding (MOU) with the Combined Communications Network (CCN) for 2017 in an amount not to exceed \$560,000
 - A motion was made (Curtis); 2nd (Pastor).



- Executive Director Neiditz provided background on the proposed MOU. Originally, the CCN approved a version not approved by the Board, and the Board had concerns about the modifications. Mr. Neiditz recommends moving forward with the proposed MOU approved by the CCN with the addition of two provisions. Boardmember Brandstetter expressed support of the MOU as the agreement is for 2017 and about to go into the 4th quarter. Mr. Brandstetter would like 2018 MOU much sooner in the year. Boardmember Dammeier advised the intent is for the conditions to extend through 2018 and in 2018 after strategic study, gain more clarity to radio organization and costs moving forward.
- Chair Lonergan called for a vote. Motion passed unanimously.

IX. Other Business / Announcements

- Boardmember Dammeier commented that there is an increasing level of cooperation at the radio tech level with discussions taking place on how to collaboratively share resources and come up with a standard cost model.
- Boardmember Dammeier would like South Sound 911 Legal to review what facility decisions are member agency decision versus Policy Board decisions.

X. A motion was made to adjourn the meeting at 10:12am; 2nd, passed – unanimously.

Respectfully Submitted
Rebecca Hendricks

REQUEST FOR POLICY BOARD ACTION

Date action is requested: 10/25/2017

Title: Motion 2017-30 to authorize the 2018 Classification Plan for Non-Represented Employees

Attachments: Proposed Classification Plan

Type of action: Motion

SUBMITTED BY: Andrew E. Neiditz, Executive Director

RECOMMENDATION: It is recommended the Policy Board authorize an amendment to the Non-Represented Employee Classification Plan with an effective date of January 1, 2018.

BACKGROUND: The proposed Non-Represented Employee Classification Plan includes a cost-of-living-adjustment (COLA) of 2.7%, which is based on 90% of the Consumer Price Index for Urban Consumers (CPI-U) Seattle-Tacoma-Bremerton for June 2017 of 3.0%. The COLA is the same rate provided to South Sound 911 employees represented by Teamsters Local 117 and the Guild of Pierce County Fire Communications. There are a total of 49 approved non-represented positions in the 2018 Budget.

ALTERNATIVES: Refer to Finance Committee for further review.

FINANCIAL IMPACT: Salaries & Wages of \$137,970; funding included in the 2018 budget.

Executive Director Review _____



Non-Represented Employee Classification Plan

Job Code	Range	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
001		Administrative Assistant	61,013	64,064	67,267	70,630	74,162		
047	5	Administrative Clerk	48,597	51,027	53,578	56,257	59,070		
042	22	Admin. Program Manager	80,334	84,351	88,569	92,997	97,647		
005	34	Assistant Director	114,545	120,272	126,286	132,600	139,230		
010		Budget & Finance Manager	101,481	106,555	111,883	117,477	123,351		
015	27	CAD System Administrator	93,132	97,789	102,678	107,812	113,203		
020	14	Client Services Technician	63,414	66,585	69,914	73,410	77,080		
023	34	Comm. Center Manager	114,545	120,272	126,286	132,600	139,230		
024	30	Comm Center Manager II	101,769	106,857	112,200	117,810	123,701		
030		Comm Maintenance Tech	69,777	73,266	76,929	80,775	84,814		
025	22	Comm. Systems Specialist	80,334	84,351	88,569	92,997	97,647		
075	23	Community Relations Manager	82,746	86,883	91,227	95,788	100,577		
040	41	Deputy Director	140,880	147,924	155,320	163,086	171,240		
051		Employee Relations Generalist	61,013	64,064	67,267	70,630	74,162		
050		Employee Relations Manager	96,633	101,465	106,538	111,865	117,458		
041		Executive Assistant	63,939	67,136	70,493	74,018	77,719		
045		Financial Specialist	65,403	68,673	72,107	75,712	79,498		
026	22	GIS Analyst	80,334	84,351	88,569	92,997	97,647		
055		Info Technology Specialist I	58,709	61,644	64,726	67,962	71,360		
056		Info Technology Specialist II	71,436	75,008	78,758	82,696	86,831	91,173	95,732
057		Info Technology Specialist III	82,736	86,873	91,217	95,778	100,567	105,595	110,875
058		Info Technology Specialist IV	90,984	95,533	100,310	105,325	110,591	116,121	121,927
035		Intelligence Analyst	64,764	68,002	71,402	74,972	78,721		
059		General Counsel	117,507	123,382	129,551	136,029	142,830		
060	27	Network Engineer	93,132	97,789	102,678	107,812	113,203		
065	30	Operations Manager	101,769	106,857	112,200	117,810	123,701		
046	20	Payroll/Benefits Coordinator	75,722	79,508	83,483	87,657	92,040		
043	12	Public Records Officer	59,772	62,761	65,899	69,194	72,654		
070	30	RTCC Program Manager	101,769	106,857	112,200	117,810	123,701		
052		Training Coordinator	77,709	81,594	85,674	89,958	94,456	99,179	
080		Tactical Analyst Coord.	77,715	81,601	85,681	89,965	94,463		

*Effective 1/1/2018; Steps are 5%

REQUEST FOR POLICY BOARD ACTION

Date action is requested: 10/25/2017

Title: Motion 2017-31 to change the regular December 27, 2017 meeting of the Policy Board to December 20, 2017 at 9:00am at Lakewood City Hall

Attachments: None

Type of action: Motion

SUBMITTED BY: Andrew E. Neiditz, Executive Director

RECOMMENDATION: Due to holiday schedules, it is recommended that the Policy Board change its December meeting.

ALTERNATIVES: Hold regular meetings as scheduled or find an alternate date.

FINANCIAL IMPACT: None.

Executive Director Review

