



Operations Board

Meeting Agenda

December 8, 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 – October 13, 2017 and November 8, 2017
- IV. Public Comment
- V. Old Business
- VI. New Business
- VII. Staff Briefing
 - A. Executive Director Report
 - i. 2017 Operational Highlights, 2018 Planning
- VIII. Committee Reports
 - A. Fire Services
 - B. Law Enforcement Services
- IX. Good of The Order
- X. Executive Session
- XI. Adjournment



Operations Board

Meeting Minutes

October 13, 2017

West Pierce Fire & Rescue - Station 20

10928 Pacific Hwy SW, Lakewood, WA

Chair: Jim Sharp (WPF&R)

Vice Chair: Pete Fisher (FPD)

Attending: Peter Fisher (FPD), Jim Sharp (WPF&R), Faith Mueller (TFD), Nick Hausner (PCSO), Ron Schaub (Pierce Transit Police), Tony Judd (GF&R), Mike Zaro (LPD), John Burgess (GHF & Medic One), Bud Backer (EPF&R), Bryan Jeter (PPD), Brad Moericke (SPD), Andrew Neiditz (SS911), Rebecca Hendricks (SS911)

- I. **Call to Order:** Jim Sharp called meeting to order at 9:34am.
- 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 September 8, 2017. Moved-Seconded-Approved.
- IV. **Public Comment** - None
- V. **Old Business** - None
- VI. **New Business** - None
- VII. **Staff Briefing**
 - A. Executive Director Report
 - Discussions continue with JBLM to come onto the South Sound 911 CAD system, but a timeline has not yet been established.
 - Washington State Fair was held last month with a successful Fair Comm program.
 - The Business Examiner 40 under 40 leadership recognition program honored two South Sound 911 employees – Peter Beckwith and Rob Oesch.
 - The strategic study interviews all completed. The validation workshop to be held on November 8th. Both Boards are invited as well as the Interlocal Executive Group. Recommendations expected in December.
 - The phase 1 contract for the facilities project was approved by the Policy Board. The architects conducted site visits of all operations including Tacoma Fire and interviewed staff. Potential development options with costs expected in December. The demolition of the hospital is nearly complete. A community meeting about the project is scheduled for November 29th at 6pm. The design contract (phase 2) is expected to be brought to the Boards in January or February.
 - The Interlocal Executive Group to meet on November 1st to review financial projections.
- VIII. **Committee Reports**
 - A. Fire Services
 - Committee reviewed the after action report and is satisfied with the details review. Kudos to staff.
 - Full attendance by the Committee is expected at the validation workshop.
 - B. Law Enforcement Services
 - Committee discussed the validation workshop and the IXP report.



- Fife Police, Buckley Police and Orting Police to transition to the unified RMS system.
- Discussion of the approval and routing of reports taken by other agencies.

IX. Presentations

- IXP Fire/EMS Call Receiving and Dispatch Report
 - Kevin Kearns presented IXP's findings
- August 12th After Action Report
 - Ken Sharp highlighted the After Action Report for the August 12th evacuation of the Law Enforcement Communications Center. Meeting set for next week with Pierce County to discuss their separate report and plan moving forward.

X. Action Items

- A. Motion 2017-10 to cancel the November 10, 2017 meeting
- A motion was made (Backer) to approve Motion 2017-10; 2nd (Mueller) – passed unanimously.

XI. Good of The Order

XII. Executive Session

XIII. Adjournment – the meeting was adjourned at 10:28am.

Respectfully submitted,
Rebecca Hendricks



Joint Meeting of the Policy Board and Operations Board

Meeting Minutes

November 8, 2017

Tacoma Mall Plaza Building

Attending:

Operations Board

Peter Fisher (FPD), Jim Sharp (WPF&R), Faith Mueller (TFD), Nick Hausner (PCSO), Ron Schaub (Pierce Transit Police), Tony Judd (GF&R), Mike Zaro (LPD), Ed Wade (TPD), Cliff McCollum (Brown Pt./Dash Pt.), John Burgess (GHF & Medic One), Bud Backer (EPF&R), Dan Olson (CPF&R), Bryan Jeter (PPD), Brad Moericke (SPD), Kelly Busey (GHPD)

Policy Board

Joe Lonergan (Tacoma), Dave Enslow (cities/towns <50K), Doug Richardson (Pierce County Council), Bruce Dammeier (Pierce County Executive), Julie Door (Puyallup), Grant Erb (WPF&R)

Other

Don Anderson (Pierce County), Steve Victor (Tacoma), John Caulfield (Lakewood), Kevin Yamamoto (Puyallup), Hyun Kim (Fife), Sue Dreier (Pierce Transit/CCN), Gary Robinson (Pierce County/CCN), Scott Heinze (Pierce County/CCN), Andrew Neiditz (South Sound 911), Rebecca Hendricks (South Sound 911), Monica Lynn (DELTAWRX), Donald Denning (DELTAWRX), Liz Coyle (DELTAWRX)

- I. Call to Order: Joe Lonergan called meeting to order at 8:33am.
- II. DELTAWRX Strategic Study Validation Workshop
 - Monica Lynn, Donald Denning and Liz Coyle presented on the information they have collected in the areas of dispatch operations, radio systems and sustainable funding. The goal of the workshop is to validate the information gathered to ensure the consultant team is on the right track and the facts are correct. Recommendations will be presented in December.
 - Boardmember Sharp inquired about the personnel costs under the CCN information. Sue Dreier commented that the CCN funds 3.5 FTE of Pierce Transit employees through allocation back to CCN. DELTAWRX will work with Gary Robinson on getting details. Kevin Yamamoto requested that any corrections made to the personnel information is provided to include a narrative explanation of the changes. Steve Taylor commented that the City of Tacoma radio budget includes operations and maintenance for internal support and personnel. He will provide the breakdown to DELTAWRX.
 - DELTAWRX advised it has been challenging to decipher the E911 tax revenue expenditures. They will continue to do a deep dive into expenditure categories. In reference to direct costs, DELTAWRX to look into CPE phone maintenance. Budgeted under Pierce County E911 budget, but South Sound 911 has been maintaining and is also included in 2018 budget.
 - According to DELTAWRX's review, South Sound 911 receives approximately 36 cents of the 70 cents tax and Pierce County retains 34 cents. Mr. Robinson advised that some of the unallocated 50 cents is used for PSAP costs and will provide the detail to DELTAWRX.



- Boardmember Olson asked if DELTAWRX analyzed the statutory requirements for the use of the E911 tax revenue. DELTAWRX is not in a position to provide a legal opinion. The County believes emergency communications means the whole system and includes emergency management and radio. Other counties interpret differently and are typically used to offset 911 costs, up to the call being transferred to the CAD system. John Caulfield asked if the money is used for emergency management should it be coming to other agencies as well? DELTAWRX commented that there is not currently a (Pierce) county-wide understanding on how the money should be spent. A strategic plan exists, but has not yet been provided. DELTAWRX suggested plan should be provided to broader community.
- Boardmember Dammeier commented that he feels DELTAWRX has done a good job of revealing the complexity of the operations, funding and governance. Goal is to have a countywide public safety communications system that is effective and efficient.
- Mr. Caulfield asked if DELTAWRX received any feedback during their benchmarking on governance on the reporting of the executive director (to the chiefs or elected). DELTAWRX can't say which is better, pluses and minuses for both. They will address in the final report.

III. Adjournment – the meeting was adjourned at 11:26am.

Respectfully submitted,
Rebecca Hendricks