



Operations Board

Meeting Agenda

May 11, 2018; 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 – March 9, 2018
- IV. Public Comment
- V. Old Business
- VI. New Business
- VII. Presentations
 - A. Pierce County NG911 Implementation (Pierce County E911 Office)
- VIII. Staff Briefing
 - A. Executive Director Report
 - i. Public Safety Communications Center – update
 - ii. DELTAWRX RMS Assessment – update
- IX. Committee Reports
 - A. Fire Services
 - B. Law Enforcement Services
- X. Action Items
- XI. Good of The Order
- XII. Executive Session
- XIII. Adjournment



Operations Board

Meeting Minutes

March 9, 2018

West Pierce Fire & Rescue - Station 20

10928 Pacific Hwy SW, Lakewood, WA

Chair: Jim Sharp (WPFR)

Attending: Jim Sharp (WPF&R), John Pappuleas for Jim Duggan (TFD), Nick Hausner (PCSO), Ron Schaub (Pierce Transit Police), Tony Judd (GF&R), Mike Zaro (LPD), Cliff McCollum (Brown Pt./Dash Pt.), , Bud Backer (EPF&R), Dan Olson (CPF&R), Dan Pashon for Scott Engle (PPD), Brad Moericke (SPD), Kelly Busey (GHPD), Andrew Neiditz (SS911), Rebecca Hendricks (SS911)

- I. **Call to Order:** Chair Jim Sharp called meeting to order at 9:33am.
- 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 January 12, 2018. Moved-Seconded-Approved.
- IV. **Public Comment** – None
- V. **Old Business** – None
- VI. **New Business** – None
- VII. **Staff Briefing**
 - A. **Executive Director Report**
 - Policy Board elected Doug Richardson as Chair at its January meeting.
 - Executive Director Neiditz attended NENA in D.C.
 - APCO regional conference in Tacoma last this month. There are a number of staff involved/presenting.
 - Buckley, Orting and Fife police departments are now all on South Sound 911 records management system. All 19 law enforcement agencies are now on same system.
 - East Pierce and Graham fire departments moved to 800 MHz radio system last month.
 - Various staff members are involved in a King County sponsored counter-terrorism task force (CCTA).
 - i. **Strategic Initiatives**
 - Plan of Action document accepted by Policy Board to track the 24 DELTAWRX recommendations. Policy Board requested addition of PSAP back up, cost allocation study, and Tacoma Fire integration.
 - Executive Director Neiditz advised radio system owners are discussing single system.
 - A number of recommendations are specific to South Sound 911, including a staffing study, universal call taking (South Sound 911 only), quality assurance program, etc. South Sound 911 to engage DELTAWRX to assist in moving these recommendations forward.
 - Cost allocation study underway. Workshop held earlier this week. Goal is a consensus-based allocation plan. Chief Busey advised the group is very collaborative and all understand fairness is an underlying principle.
 - Executive Director Neiditz, Policy Board Chair Doug Richardson, Operations Board Chair Jim Sharp and Pierce County Executive met with *The Tacoma News Tribune*



editorial board to discuss the DELTAWRX Final Report. Chief Moericke asked if an article is anticipated. Mr. Neiditz responded it wasn't clear from the meeting.

VIII. Committee Reports

A. Fire Services

- Fire Committee reviewed the agenda items and discussed the DELTAWRX recommendations.

B. Law Enforcement Services

- No Report

IX. Presentation – Public Safety Communications Center (PSCC), CallisonRTKL

- Chris Beza with CallisonRTKL gave a presentation on the Public Safety Communications Center project.
- Executive Director Neiditz not recommending subdivision of the property.
- A Policy Board Special Meeting is scheduled for March 15th for action on the architectural and engineering services contract.

X. Action Items

A. Motion 2018-01 to recommend Policy Board approval of a professional services contract with CallisonRTKL for architectural and engineering services

- A motion was made (Backer) to approve Motion 2018-01; 2nd (McCollum), passed unanimously.

B. Motion 2018-02 to select the Fire Services Committee Officer to a term of two years

- A motion was made (Backer) to nominate Jim Sharp to the Fire Services Officer for two years; 2nd (McCollum), passed unanimously.

XI. Good of The Order

- A.** Chief Backer reported the Pierce County Fire Chiefs Association is in full support of the DELTAWRX recommendations and has written a letter to that effect.

XII. Executive Session

- Vice Chair Sharp adjourned into an executive session at 10:13am per RCW 42.30.110(1)(g) to evaluate the performance of a public employee for approximately 20 minutes. No other business to be conducted after executive session.
- Chair Sharp reconvened the regular meeting at 10:36am.

XIII. Adjournment – the meeting was adjourned at 10:36am.

Respectfully submitted,
Rebecca Hendricks

ISSUE	DECISION MAKER(S)	STATUS
<p>GOVERNANCE</p>	<p>MEMBER AGENCIES</p>	<ul style="list-style-type: none"> • 2.8.18 – SS911 General Counsel presented options • Pacifica Law presented additional info to ILA group (4.23.18); SS911 contract w/ Pacifica pending • Discussion at 5/30 Joint Board meeting
<p>RADIO SYSTEMS <i>Key Recommendations:</i></p> <ul style="list-style-type: none"> • Transition to a true, single-system; single org responsible for system O&M • SS911 should play key role in admin/ O&M if system receives SS911 funds 	<p>CCN/TACOMA/ PUYALLUP</p>	<ul style="list-style-type: none"> • CCN/COT collaborating; presentation at CCN Board meeting 3.14.18; SS911 involvement pending • SS911 working with Puyallup on subsystem ownership, meeting on 4.2.18; presentation to Policy Board (4.25.18)
<p>DISPATCH OPERATIONS <i>Key Recommendations:</i></p> <ul style="list-style-type: none"> • Transition to universal call takers; implement formal QA program <p>TACOMA FIRE INTEGRATION</p> <p>LOCAL BACKUP OPERATIONS</p>	<p>SS911</p> <p>CITY OF TACOMA</p> <p>SS911</p>	<ul style="list-style-type: none"> • Operational assessment/tactical plan – executed 4.12.18; currently gathering information; DELTAWRX onsite for observations/interviews 5.22 – 5.23.18 • 9.25.17 - IXP report on Fire/EMS Call Receiving and Dispatching Concepts of Operation • Ongoing meetings between SS911 and City of Tacoma leadership (Council, City Manager, Fire Chief) • Jan 2017 – Boards approved 35th St facility as backup location • Per the ILA, Operations Board responsible for operational decisions, financial decisions made by Policy Board • Timing of standing up local backup to be coordinated • Info from ADG at 5.30.18 meeting
<p>E911 OFFICE/FUNDING <i>Key Recommendations:</i></p> <ul style="list-style-type: none"> • Determine whether some/all of the E911 Office responsibilities should be relocated to SS911 • County-wide governance for E911 admin; formal and public policy re: priorities/use of E911 funds 	<p>PIERCE COUNTY</p>	<ul style="list-style-type: none"> • PC conducting internal review • 3.1.18 – DEM proposed new PSAP agreement with same allocation as 2017; SS911 responded with proposed amendment to earlier agreement
<p>PSCC FINANCING AGREEMENT; ROLES & RESPONSIBILITIES:</p> <ul style="list-style-type: none"> • Member Agencies agree to financing • PC will issues bonds; PC/SS911 will procure construction bids • PC/SS911 to pursue construction contract and construction project mgr. • SS911 will make bond payments and maintain building and property • PC will assign building free of charge to SS911 once bonds are paid <p>SS911 OWNERSHIP OF 3580 PACIFIC AVE</p>	<p>MEMBER AGENCIES (financing) SS911/PC (roles & responsibilities)</p> <p>PIERCE COUNTY</p>	<ul style="list-style-type: none"> • Ongoing discussions with Pierce County and Member Agencies; drafting agreement(s) • Agreement to be executed prior to issuance of bonds; bonds to be issued during Construction Documents phase (end of 2018/ early 2019) • Policy Board requests SS911 ownership of land (April 25th)