



Operations Board

Meeting Agenda

June 8, 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 – May 11, 2018
- IV. Public Comment
- V. Old Business
- VI. New Business
- VII. Staff Briefing
 - A. Executive Director Report
 - i. Strategic Issues Summary
- VIII. Committee Reports
 - A. Fire Services
 - B. Law Enforcement Services
- IX. Presentation
 - A. E911 Tax – Peter Beckwith, General Counsel
- X. Action Items
- XI. Good of The Order
- XII. Executive Session
- XIII. Adjournment



Operations Board

Meeting Minutes

May 11, 2018

West Pierce Fire & Rescue - Station 20

10928 Pacific Hwy SW, Lakewood, WA

Chair: Jim Sharp (WPFR)

Vice Chair: Pete Fisher (FPD)

Attending: Peter Fisher (FPD), Jim Sharp (WPF&R), Jim Duggan (TFD), Nick Hausner (PCSO), 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), Scott Engle (PPD), Kelly Busey (GHPD), Andrew Neiditz (SS911), Rebecca Hendricks (SS911)

- I. **Call to Order:** Pete Fisher called meeting to order at 9:36am.
- II. **Approval of Agenda:** Pete Fisher requested approval of agenda. Moved-Seconded-Approved.
- III. **Approval of Minutes:** Pete Fisher requested approval of the minutes from March 9, 2017. Moved-Seconded-Approved.
- IV. **Public Comment** - None
- V. **Old Business** - None
- VI. **New Business** – None
- VII. **Presentations**
 - A. Pierce County NG911 Implementation (Pierce County E911 Office)
 - Scott Heinze, Jonathan Brock and Hillman Mitchell presented on Next Generation (NG) 911 and cybersecurity.
 - Chiefs Backer and Olson asked about text-to-911 in Pierce County. Waiting on approval of security model and testing for WSP and JBLM. Expected to be ready at the end of summer 2018 with the new ESInet. JBLM will be first focus group.
 - Chief Fisher asked how much county E911 funds were supporting the WSP and JBLM PSAPs for text-to-911. Pierce County paid for the VIPER phone system and will also be funding the text-to-911 at JBLM which is estimated at \$200,000. JBLM text-to-911 will be limited to a focus group. When South Sound 911 is ready, they will implement full service at same time.
 - Discussion ensued about the “20 cents” versus “50 cents.” Heinze and Lenk both advised group there were different statutes that govern the “20 cents” and the “50 cents.” They reported that the “20 cents” which goes directly to South Sound 911 can only be used for NG 911, but the “50 cents” can be used for overall emergency communications. Hendricks advised the RCW only refers to the total 70 cents and there is no distinction. Heinze committed to providing a cite/statute outlining the difference.



- Vice Chair Sharp commented on the slide indicating that South Sound 911 is responsible for NG911. He asked if the E911 office would provide funding from the 50 cent portion retained by DEM (as with WSP and JBLM) for NG911. Heinze advised that South Sound 911 is a stand-alone organization and since South Sound 911 owns its own phone equipment that the E911 office no longer has any responsibility for it. When South Sound 911 is ready to implement NG911 the E911 office can assist and funding can be discussed at that time.

VIII. Staff Briefing

A. Executive Director Report

- i. Public Safety Communications Center – update
 - Project on schedule to go to bid early 2019. Charrettes with employees next week.
 - Policy Board requesting ownership of land; in discussion with County.
- ii. DELTAWRX RMS Assessment – update
 - In process of interviewing law enforcement agencies and South Sound 911 staff.

IX. Committee Reports

A. Fire Services

- Staff continues to work on EMD standards
- Committee provided feedback on the draft performance report.

B. Law Enforcement Services

- Committee met with DELTAWRX consultants and had discussion about functionality of RMS
- Committee reviewed draft performance standards
- Discussion held about cost allocation study

X. Action Items

- A motion was made (Backer) from the floor to forward the completed executive director evaluation to the Policy Board and to recommend an increase within the range set by the Policy Board; 2nd (McCollum), passed unanimously.
- A motion was made (Burgess) from the floor to recommend executive director salary is reviewed every five years; 2nd (Backer), passed unanimously.

XI. Good of The Order

- Chair Fisher requested Peter Beckwith, General Counsel provide a presentation on the E911 tax and allowable uses at the next meeting.

XII. Executive Session - None

XIII. Adjournment – the meeting was adjourned at 10:45am.

Respectfully submitted,
Rebecca Hendricks

ISSUE	DECISION MAKER(S)	STATUS
<p>GOVERNANCE</p>	<p>MEMBER AGENCIES</p>	<ul style="list-style-type: none"> SS911 contract w/ Pacifica pending Discussion at 6.14.18 ILA Exec Group 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; SS911 involvement pending SS911 and Tacoma working with Puyallup on subsystem
<p>DISPATCH OPERATIONS <i>Key Recommendations:</i> Transition to universal call takers; formal QA</p> <p>WSP STATUS: PRIMARY VS. SECONDARY</p> <p>TACOMA FIRE INTEGRATION</p> <p>LOCAL BACKUP OPERATIONS</p>	<p>SS911</p> <p>PIERCE COUNTY</p> <p>CITY OF TACOMA</p> <p>SS911</p>	<ul style="list-style-type: none"> Operational assessment underway; DELTAWRX onsite for observations/interviews 5.22 – 5.24.18 Door requested issue added to summary (4.25.18) 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 Schedule for improvements pending
<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) – review at 6.14.18 ILA mtg. Agreement to be executed prior to issuance of bonds; bonds to be issued mid 2019 PC financial advisor and PC finance dept. presentation to ILA Exec Group at 6.14.18 mtg. Policy Board requests SS911 ownership of land (4.25.18)