

Operations Board

Meeting Agenda

March 8, 2019; 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 – February 8, 2019
- IV. Public Comment
- V. Old Business
- VI. New Business
- VII. Staff Briefing
 - A. Executive Director Report
- VIII. Committee Reports
 - A. Fire Services
 - B. Law Enforcement Services
- IX. Action Items
 - A. Motion 2019-01 to select a Law Enforcement Committee Officer (Operations Board Vice-Chair in 2019)
- X. Good of The Order
- XI. Executive Session
- XII. Adjournment

Operations Board

Meeting Minutes

February 8, 2019

West Pierce Fire & Rescue - Station 20
10928 Pacific Hwy SW, Lakewood, WA

Chair: Pete Fisher (FPD)

Vice Chair: Jim Sharp (WPFR)

Attending: Pete Fisher (FPD), Jim Sharp (WPF&R), Jim Duggan (TFD), Nick Hausner (PCSO), 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), Jim Kelly (PT), Andrew Neiditz (SS911), Janet Caviezel (SS911)

- I. **Call to Order:** Pete Fisher called meeting to order at 9:35am.
- 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 January 11, 2019. Moved-Seconded-Approved.
- IV. **Public Comment** – None.
- V. **Old Business** – None.
- VI. **New Business** – None.
- VII. **Staff Briefing**
 - A. **Executive Director Report**
 - Executive Director Neiditz referenced the performance report that was recently distributed to the board.
 - Staffing issues at LE Communications were discussed and it was noted that the training class sizes have recently been increased from 4 to 8, which will significantly improve staffing efforts.
 - It was noted that South Sound 911 is awaiting a report from Century Link regarding the major field disruption in late December.
 - Executive Director Neiditz announced that he will be attending the NENA conference in Washington DC the week of February 11, 2019.
 - i. **PSCC update**
 - Executive Director Neiditz informed the board that the Policy Board approved a contract with Hill International at their last meeting for construction management services. Hill International will be working collaboratively with CallisonRTKL and will be conducting a constructability review.
 - The current schedule for the PSCC Project has bidding occurring in May. Assuming an 8-week bid process, bid opening will occur in late July, with

contract approval in August and construction commencing the first week of September.

ii. Operational Assessment

- Executive Director Neiditz discussed the operational and staffing assessments conducted by DELTAWRX. He noted staff will be meeting with shop stewards and labor representatives later this month and employee meetings will be held in March.
- He discussed universal call taking, reminding the board it is consistent with the mission of South Sound 911. He added that Tacoma Fire Department currently operates independently.
- Deputy Director Mark Mears discussed key points of the operational and staffing assessment for law enforcement communications and records. He advised the board that staff will be addressing staffing levels, radio talk groups and moving the data channel to the communication floor once the new building is complete. He noted we are in the process of developing a formal training and QA/QI program as recommended in the reports.
- Deputy Director Ken Sharp addressed the key points for fire communications including an integrated supervisory model, combining radio systems and improving talk group availability to include capacity for major events.

VIII. Committee Reports

A. Fire Services

- Chief Sharp reported that the Fire Services Committee discussed talk group approval for WSDOT and the call processing report for January. The committee also received updates on the implementation of Pulse Point and system outages.

B. Law Enforcement Services

- Chief Fisher reported that the Law Enforcement Services Committee discussed the lack of attendance at the LEOPC. The committee also received a briefing regarding the staffing assessment from Executive Director Neiditz and a briefing regarding the RMS assessment from Deputy Director Mears.

IX. Action Items – None.

X. Good of the Order – None.

XI. Executive Session – Not held.

XII. Adjournment – The meeting was adjourned at 10:00am.

Respectfully submitted,
Janet Caviezel

REQUEST FOR OPERATIONS BOARD ACTION

Date action is requested: 3/8/2019

Title: Motion 2019-01 to select the Law Enforcement Committee Officer (Operations Board Vice-Chair in 2019)

Attachments: None

Type of action: Motion

SUBMITTED BY: Law Enforcement Committee

BACKGROUND: The Board-approved by-laws state, "One officer shall be selected from the regular members of the Law Enforcement Committee and one officer shall be selected from the regular members of the Fire Service Committee. Each officer will be elected on alternating years and hold office for a term of two years. The elected officer of the Law Enforcement Committee shall serve as the Chairperson during even years and the elected officer of the Fire Service Committee shall serve as the Chairperson during odd years. When not acting as the Chairperson, elected officers shall serve as the Vice Chair."

ALTERNATIVES: No practical alternatives.

FINANCIAL IMPACT: None.