

## **Operations Board**

Meeting Agenda

April 12, 2019; 9:30am

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

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- I. Call to order
- II. Approval of Agenda
- III. Approval of Minutes – March 8, 2019
- IV. Public Comment
- V. Old Business
- VI. New Business
- VII. Proclamation – National Public Safety Telecommunicators Week
- VIII. Staff Briefing
  - A. Executive Director Report
- IX. Committee Reports
  - A. Fire Services
  - B. Law Enforcement Services
- X. Action Items
- XI. Good of The Order
- XII. Executive Session per RCW 42.30.110(g) to review the performance of a public employee.
- XIII. Adjournment

## Operations Board

### Meeting Minutes

March 8, 2019

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

**Chair:** Pete Fisher (FPD)

**Vice Chair:** Jim Sharp (WPFR)

**Attending:** Jim Sharp (WPF&R), Bud Backer (EPF&R), Kelly Busey (GHPD) Jim Duggan (TFD), Nick Hausner (PCSO), Tony Judd (Graham Fire), Jim Kelly (PT), Cliff McCollum (Brown Pt./Dash Pt. Fire), Brad Moericke (SPD), Dan Olson (CPF&R), Dan Pashon (PPD), Ed Wade (TPD), Andrew Neiditz (SS911), Janet Caviezel (SS911)

- I. **Call to Order:** Chief Sharp called meeting to order at 9:30am.
- II. **Approval of Agenda:** Chief Sharp requested approval of agenda. Moved-Seconded-Approved.
- III. **Approval of Minutes:** Chief Sharp requested approval of the minutes from February 8, 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 4<sup>th</sup> quarter financial report, performance report and memo from Assistant Director Tim Hannah regarding the Century Link Outage in December, noting they were distributed to the board with the agenda packet. He added that a response from Century Link regarding the cause of the outage is still pending.
    - During the recent snowstorm the LE Communications Center answered 10,914 calls. It was noted that even with the high volume, 95.34% of calls were answered within 20 seconds.
    - Executive Director Neiditz reported that the governance process is moving forward. Documents have been drafted for review by the member agencies and to-date the comments received have been fairly insignificant. He noted the goal is to have the six governing bodies approve the new governance by the beginning of May. Tacoma will charter the public authority, so a PDA Ordinance will need to be passed by the City Council. Pierce County will be issuing the bonds to finance the PSCC, so a separate financing agreement will need to be approved by the County Council.

- The PSCC is on track to have design completed in early May. The project will be bid the 3<sup>rd</sup> week of May for a period of 8 weeks, with bid opening in July. Construction is expected to begin in early September.
- Recently a meeting was held with shop stewards and business representatives to discuss the operational and staffing assessments. Employee meetings will be held soon to receive input on developing a plan.
- Executive Director Neiditz introduced LE Assistant Communications Center Managers Dianna Meek and Deann Baumann to the board and welcomed them to their new roles. He announced that Records Supervisor Tina Klein was selected as the new Records Manager after a competitive process.
- Fire Communications Manager Kathy Loye will be retiring on May 3, 2019. After a competitive process, Fire Communications Supervisor Lisa Campbell was appointed as the new Fire Communications Manager. She was introduced to the board.
- It was announced that Deputy Director Ken Sharp will be retiring in May. Executive Director Neiditz added that it is important the Deputy Director of Fire Services position be maintained, due to the coordination necessary with Tacoma Fire Communications, as our operations transition to the new facility. He announced that Tacoma Fire Chief Jim Duggan has agreed to fill the position. Chief Duggan is retiring from the City of Tacoma in March and will begin his new position with South Sound 911 in May.
- Jody Ferguson, the new Pierce County Director of Emergency Management was introduced to the board. Executive Director Neiditz noted that he was committed to a collaborative working relationship moving forward.

## **VIII. Committee Reports**

### **A. Fire Services**

- Chief Sharp reported that the Fire Services Committee received an update on the notification process for outages and the implementation of Pulse Point. The committee discussed the decommissioning of the VHF radio system since the overlay project is now complete. An update on governance was provided by Executive Director Neiditz.

### **B. Law Enforcement Services**

- Chief Busey reported that the Law Enforcement Services Committee discussed governance, personnel changes and the Washington State Patrol changes related to criminal justice reporting.

## **IX. Action Items**

### **A. Motion 2019-01 to select a Law Enforcement Committee Officer (Operations Board Vice-Chair in 2019)**

- A motion was made (Wade) to nominate Chief Pete Fisher as the Law Enforcement Committee Officer; seconded (Moericke); passed unanimously.

## **X. Good of the Order**

- Chief Sharp congratulated Dianna Meek, Deann Baumann, Lisa Campbell and Jim Duggan on their new positions with South Sound 911. He welcomed back Jody Ferguson to Pierce County and congratulated her on her appointment. He noted he was looking forward to a collaborative relationship with the Department of Emergency Management.
- Chief Sharp informed the board that the evaluation process for the Executive Director was beginning and boardmembers would be receiving evaluation documents from General Counsel Peter Beckwith.
- Chief Moericke offered a round of applause for the retirees and employees with recent promotions.

**XI. Executive Session** – Not held.

**XII. Adjournment** – The meeting was adjourned at 9:50am.

Respectfully submitted,  
Janet Caviezel



**A Proclamation of the South Sound 911 Operations Board Declaring the  
April 14-20, 2019 as National Public Safety Telecommunicators Week**

**Whereas**, emergencies can occur at any time that require police, fire or emergency services;  
and

**Whereas**, when an emergency occurs the prompt response of police officers, firefighters and  
emergency medical personnel is critical to the protection of life and preservation of property;  
and

**Whereas**, the safety of our police officers and firefighters is dependent upon the quality and  
accuracy of the information obtained from citizens who call the South Sound 911 public safety  
answering points; and

**Whereas**, public safety dispatchers and/or communications officers are the first and most  
critical contact citizens have with emergency services; and

**Whereas**, public safety dispatchers are the vital link for police officers and firefighters by  
monitoring their activities by radio and ensuring their safety; and

**Whereas**, records and warrant specialists provide critical information to officers in the field;  
and

**Whereas**, public safety dispatchers, calltakers and records personnel have contributed  
substantially to the apprehension of criminals, suppression of fires and treatment of patients,  
now; therefore,

**BE IT PROCLAIMED** by the Operations Board of South Sound 911:

April 14 – 20, 2019 to be National Public Safety Telecommunicators Week, in honor of the men  
and women whose diligence and professionalism keep our county and citizens safe.

Adopted the 12<sup>th</sup> day of April 2019

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Jim Sharp  
Chair of the Operations Board