

**Policy Board Meeting Minutes**

**Meeting Date:** January 23, 2019  
**Meeting Time:** 9:00am  
**Meeting Place:** Lakewood City Hall, Council Chambers

I. Chair Doug Richardson called the meeting to order at 9:02am.

II. Roll Call -

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| 1. Doug Richardson, Pierce County Councilmember         | present |
| 2. Tim Curtis, City of Fife Councilmember               | present |
| 3. Bruce Dammeier, Pierce County Executive              | present |
| 4. Paul Pastor, Pierce County Sheriff                   | present |
| 5. Robert Thoms, City of Tacoma Mayor                   | present |
| 6. Lillian Hunter, City of Tacoma Councilmember         | present |
| 7. Michael Brandstetter, City of Lakewood Councilmember | present |
| 8. Dan Rankin, West Pierce Fire & Rescue Commissioner   | present |
| 9. Julie Door, City of Puyallup Councilmember           | present |
| 10. Bill Pugh, City of Sumner Mayor                     | present |

III. Public Comment – None

IV. Consent Agenda

1. A motion was made to approve the consent agenda as presented Curtis; 2<sup>nd</sup> (Hunter), passed – unanimously.

V. Old Business

1. Radio System Policy Discussion
  - a. Professional services agreement with the City of Puyallup for management of the radio system
    - At the last meeting, there was a proposed action item for a memorandum of understanding (MOU) between South Sound 911 and City of Puyallup for the maintenance and management of Puyallup subsystem. The action was postponed for further discussion. Since the last meeting, South Sound 911 met with representatives from Puyallup, Pierce County and Tacoma to discuss the MOU and its effect on the larger unification effort. Tacoma reaffirmed its lack of interest to manage the Puyallup system.
    - Kevin Yamamoto, Puyallup City Manager provided background on the proposed MOU. The MOU allows South Sound 911 staff to manage the Puyallup radio system. Currently management is done through Motorola contracts. Mr. Yamamoto believes the best approach is for South Sound 911 to take over management of the system, including oversight and management of the Motorola contracts. Boardmember Thoms recognized the needs of Puyallup, and in the spirit of assisting Puyallup can

support an agreement with changes. Mr. Thoms wondered about the longer term question of full integration. Executive Director Neiditz advised that is an evolving situation, and the ultimate goal is a single radio system. He doesn't see the proposed agreement undermining or changing the goal. Mr. Neiditz reminded the Board that South Sound 911 has provided millions of dollars in funding for multiple years to offset the radio fees for users, as well as funded infrastructure. South Sound 911 is an integral part of the coordinated effort. Mr. Yamamoto advised the Board that the MOU does not resolve the overall policy issue of what is South Sound 911's role in the radio system. Puyallup will need to ultimately decide whether it is in the radio business or not. In the interim, the City needs assistance to manage the Puyallup-owned system.

- Boardmember Dammeier asked about specific provisions of the contract. Mr. Yamamoto clarified that Puyallup will represent itself in regional efforts, and reference to South Sound 911 playing that role can be stricken. He is also fine with an employment services agreement for Tim Hannah's time.
- Chair Richardson expressed concern for the agencies utilizing the Puyallup subsystem. He also stressed the need to have a unified system up and running so agreements like this are not necessary.
- Boardmember Dammeier asked what assets will be needed from the Puyallup subsystem once new building is built. Mr. Hannah advised that the \$3M South Sound 911 invested and are currently South Sound 911 assets were for towers and other infrastructure, not for dispatch. Mr. Hannah doesn't expect any of the Puyallup towers to go away with a single system, but duplicate equipment (700 and 800) could be consolidated.
- Tacoma, Deputy City Attorney Steve Victor, reported to the Board that Tacoma is working with the County to do a single system – meaning field users will not have to change systems while travelling. Tacoma doesn't object to the South Sound 911 agreement with Puyallup. Mr. Victor told the Board that Tacoma could provide the services. Boardmember Pugh asked how Puyallup is being involved with the discussion with Tacoma and County. Mr. Victor responded that he meets regularly with Puyallup City Manager and will share results of radio study.
- Boardmember Brandstetter asked about the radio fees billing arrangement. Mr. Neiditz advised that the intent is to have fees in line with the agreed-upon \$31.50/month. Currently South Sound 911 is collecting fees from the Puyallup system users. South Sound 911 is subsidizing the difference which is the same arrangement as with the Tacoma and CCN systems. Mr. Beckwith informed the Board that South Sound 911 is obligated under the Puyallup participation agreement to maintain current and future assets which include radio system infrastructure and maintenance costs. The true cost of the system is unknown because costs are split between the agencies. The MOU will bring everything together to evaluate true costs. Mr. Beckwith spoke to the suggestion of an employment arrangement for Mr.

Hannah's time; however, that would only cover one piece, and wouldn't cover the business model and rate structure, or how the system is incorporated into larger regional effort. The MOU assigns the responsibilities and management of the Motorola contract to South Sound 911, but not the actual contract itself. There is currently an approximately \$300,000 delta between fees and actual costs. Boardmember Brandstetter would like a breakdown of expenditures and for South Sound 911 to create a business model to share with the CCN and Tacoma before voting. Boardmember Pugh understands the concerns, but believes South Sound 911 can aid in the discussions with the County and City regarding the single system, as it is not clear how involved Puyallup sub system has been. Boardmember Hunter also would like more details on costs and doesn't believe the Board is prepared to vote. She requested more detail from the Finance Committee and wants to explore a simple employment agreement. Vice-Chair Curtis asked what the alternatives are as the City and County are not prepared to take on. If Puyallup starts from ground zero it will take unnecessary time. The MOU is not a permanent solution, but would formalize the current situation. Puyallup subsystem is needed and Puyallup is asking for South Sound 911's help. It is a practical solution that needs to be done on an interim basis.

- Chair Richardson closed the discussion.

## VI. Staff Updates

### 1. Executive Director Briefing – Andrew Neiditz

- Mr. Neiditz commented that there is not clarity from the Board about the role of South Sound 911 in the radio systems. He is hearing mixed messages about not doing enough to consolidate radios, but also criticism of mission creep. There needs to be clear expectations on role before budget. Chair Richardson understands there is ongoing discussion between CCN and Tacoma, but what is South Sound 911's participation in the discussion? What is the desire of the Policy Board for South Sound 911's role and getting to a single system? Mr. Neiditz advised South Sound 911 has been invited as a customer to listening workshops, but was not part of the part of developing the scope of consultant or anything related to policy/strategy. Chair Richardson would like to see South Sound 911 engaged with County and City as the strategic study identified that South Sound 911 should have a role. Boardmember Dammeier stated it would be valuable for South Sound 911 to be involved as a customer.
- With the departure of Assistant Director Rob Oesch, there was a realignment of the executive team. Rebecca Hendricks is now the Assistant Director of Information Services overseeing the Records Division, and Tim Hannah is now the Assistant Director of Technical Services responsible for IT and Communications Systems.
- South Sound 911 received a clean audit from the Washington State Auditor for 2017.
- Tim Hannah reported on the 911 outage on December 27, 2018. It was a regional outage and identified as Century Link issue. Century Link has 30 days from date of

outage to provide a report on the failure. Mr. Hannah reported the notifications on outage to agencies and citizens went well. Bruce Dammeier expressed interest in an after action report on South Sound 911's response.

- a. Public Safety Communications Center (PSCC)
  - Executive Director Neiditz provided key project dates and a budget summary. Staff will be meeting with the County in a couple weeks to discuss how best to finalize financing agreement and to put forward for PCC approval.
- b. Governance
  - The Interlocal (ILA) Executive Group continues to meet. The group has reached consensus on the proposal to transition to a Public Authority with Tacoma chartering. Member Agencies are beginning legal review of documents. The proposed schedule for briefing the six legislative bodies is in March and targeting final approval by mid-April. Mr. Neiditz would like to be a seamless transition, but there are administrative changes that will have to be done. ILA members will move briefings forward and facilitate approval by their respective legislative bodies.

Chair Richardson recessed the meeting for five minutes at 10:38am. Chair Richardson reconvened the meeting at 10:44am.

#### VII. Operations Board Briefing – Jim Sharp, Vice-Chair

- At its last meeting the Operations Board received briefings on the 911 outage and the PSCC.
- The Fire Services Committee asked South Sound 911 to host PulsePoint system which is an application that people can subscribe to be alerted to CPR events so people can respond while EMS en route. The proposal is that South Sound 911 will implement as a countywide tool, but funded solely by Fire agencies. All first responders can subscribe. South Sound 911 will coordinate a communications plan.

#### VIII. New Business - None

#### IX. Action Items

1. Motion 2018-18 to authorize the Executive Director to execute a professional services agreement with the City of Puyallup for management of the radio system
  - Chair Richardson asked Boardmembers with questions on this issue to send to Andrew via email before the next meeting.
  - Boardmembers Thoms and Dammeier expressed preference for employment services agreement. Mr. Yamamoto told the Board South Sound 911 and Puyallup can accomplish what Board would like to see.
  - Vote postponed.
2. Motion 2019-06 to authorize a contract with Hill International, Inc. to provide construction management services for the PSCC with an amount not to exceed \$132,263

- A motion was made (Curtis), 2nd (Hunter). Mr. Neiditz reminded the Board of the competitive selection process which included three firms. The selection committee consisted of the project team, Boardmember Pugh and the Pierce County Facilities Management Director. The selection committee had a clear consensus to select Hill International. Mr. Neiditz recommended approval.
- Chair Richardson called for a vote on the floor; passed unanimously.
- 3. Motion 2019-07 to appoint a Chair by a vote of the Policy Board to a one-year term
  - A motion was made (Curtis) to appoint a chair of the Policy Board; 2<sup>nd</sup> (Hunter). Boardmember Curtis nominated Doug Richardson. No further nominations.
  - Vote held – passed unanimously.
- 4. Motion 2019-08 to appoint a Vice-Chair by a vote of the Policy Board to a one-year term
  - A motion was made to appoint a Vice-Chair of the Policy Board (Curtis); 2<sup>nd</sup> (Hunter). Boardmember Curtis nominated Bill Pugh. Boardmember Hunter nominated Robert Thoms.
  - Vote was held, Boardmember Pugh achieved successful nomination (7 Pugh – 3 Thoms).
- X. Other Business / Announcements
  - Several Boardmembers expressed appreciation for Boardmember Curtis’s service as Vice-Chair.
  - Boardmember Dammeier requested long-term financial projections beyond tax sunset. Boardmember Dammeier also requested a report on performance.
  - Boardmember Dammeier advised the Board that after a broad search, Jodi Ferguson will be appointed as the Director of Pierce County Emergency Management and will start in early February.
- XI. Executive Session – Not held
- XII. Adjournment – meeting was adjourned at 11:13am.

Respectfully Submitted  
Rebecca Hendricks