

Board of Directors Meeting Minutes

Meeting Date: November 27, 2019
Meeting Time: 9:00am
Meeting Place: Lakewood City Hall, Council Chambers

I. **Call to Order** - Chair Doug Richardson called the meeting to order at 9:07am.

II. **Roll Call** -

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| 1. Michael Brandstetter, City of Lakewood Councilmember | present |
| 2. Tim Curtis, City of Fife Councilmember | present |
| 3. Bruce Dammeier, Pierce County Executive | present |
| 4. Julie Door, City of Puyallup Councilmember | present |
| 5. Matt Holm, Central Pierce Fire & Rescue Commissioner | present |
| 6. Lillian Hunter, City of Tacoma Councilmember | present |
| 7. Pat McElligott, East Pierce Fire & Rescue Commissioner | present |
| 8. Bill Pugh, City of Sumner Mayor | present |
| 9. Dan Rankin, West Pierce Fire & Rescue Commissioner | present |
| 10. Robert Thoms, City of Tacoma Councilmember | excused |
| 11. Doug Richardson, Pierce County Councilmember | present |

III. **Public Comment** – None

IV. **Consent Agenda**

1. A motion was made to approve the consent agenda as presented (Pugh); 2nd (Door), passed – unanimously.
 - A. Boardmember Michael Brandstetter requested Resolution 2019-10 be pulled from the consent agenda and moved into New Business.

VI. **Staff Updates**

1. Executive Director Briefing
 - Executive Director Andrew Neiditz shared that the PSCC construction is well under way. A video summarizing why the PSCC is being built and the role it will play in the community was shown to the Board and audience members. The video will be available on the South Sound 911 website and distributed in various outlets throughout Pierce County. A link to the video will be sent to all Boardmembers.
 - Board members discussed condensing the video down to 3 minutes or less so it can be easily shared on social media.
 - Deputy Director for Fire Services, Jim Duggan, gave a presentation on a new phone app called PulsePoint that will be launched on December 4.
 - (a) Some Boardmembers expressed concern regarding privacy issues that may arise with application. Deputy Director Duggan confirmed the app

notification only goes out for CPR instances that occur in public places and no personal identification is broadcast to the community.

(b) The Board discussed liability concerns and whether or not the app had potential to attract those looking for quick news stories to video tape.

- Assistant Director of Information Services, Rebecca Hendricks gave a presentation on a new program being used by the Records Department called Permittium. The new program will allow citizens to submit applications for CPLs online or on kiosks in the records lobby.
- Executive Director Neiditz advised the next Board of Directors meeting is scheduled for December 25, 2019. It was agreed that the December meeting will be cancelled and the Board will meet at the next regularly scheduled date of January 22, 2020.
- The South Sound 911 Year-End event will be held on January 9th at the Museum of Glass – invitations to come.
- Executive Director Neiditz presented Boardmember Tim Curtis with a certificate and gift as he will be stepping down from the Fife City Council at the end of the year.
 - (a) Chair Doug Richardson read the proclamation, presented the gift to Boardmember Curtis, and thanked him for his years of service.
- Executive Director Neiditz acknowledged he received a letter from the Fire Commissioner’s Association, which was forwarded to all Board members, indicating their endorsement of the Sheriff being added to the Board. The Board can make a recommendation for this change, but to formally change the Charter, the City of Tacoma Council will need to take action. The Board plans to discuss this further at the January Board meeting.
- City of Tacoma intends to have Tacoma Fire Department personnel move into the 35th Street backup facility ensuring that the building will act as a hot backup to the South Sound 911 agency while meeting the needs of the Tacoma Fire Department.
- Executive Director announced he will be retiring by March 1, 2020. A schedule outlining recruitment process, led by the Prothman Group, was passed out to Board members.
 - (a) Boardmember Lillian Hunter and Matt Holm, along with Chair Richardson and Vice-Chair Bill Pugh, will be 4-person committee that will work with Prothman on behalf of the Board during the recruitment process.
 - (b) Boardmember Brandstetter recommended the Board look at the current job description for the Executive Director. Modifications can be emailed to Vice-Chair Pugh.

2. Other Committee Reports – None

VIII. New Business

1. Resolution 2019-10 Adoption of Purchasing Policies

- A motion was made (Pugh), 2nd (Hunter). Boardmember Brandstetter requested this Resolution be pulled from consent in order to highlight the changes that are being made from the previous ILA purchasing policies to the new PDA purchasing policies being presented.
- Assistant Director of Administration, Janet Caviezel, indicated the new purchasing policies are based on the same policies of the City of Tacoma. The main change is regarding the purchasing thresholds - the previous threshold was \$7500 and the new policy will increase the threshold to \$25,000.
- Boardmember Bruce Dammeier suggested looking at ways to include locally based contractors/vendors within the new purchasing policies.
- Chair Richardson called for a vote on the floor; passed unanimously.

X. Action Items

1. Motion 2019-13 Amendment to CallisonRTKL A&E Contract
 - A motion was made (Pugh), 2nd (Curtis). Deputy Director of Law Enforcement, Mark Mears briefed the Board the progress of the 35th Street building renovations and the PSCC building. The amendment to the contract is still within the budget that was previously brought to the Board for approval.
 - Chair Richardson called for a vote on the floor; passed unanimously.
2. Motion 2019-14 Appointment of Finance Committee Member
 - A motion was made (Pugh), 2nd (Door). Chair Richardson reminded the Board the new governance structure allows for a fourth member to join the Finance Committee.
 - Boardmember Dan Rankin volunteered to be on the Finance Committee
 - Boardmember Hunter indicated that Boardmember Robert Thoms may have interest in serving on the Finance Committee.
 - Chair Richardson suggested withdrawing the motion as the Board composition may change beginning in 2020.
 - Vice-Chair Pugh withdrew the motion; no objection from the Board.
3. Resolution 2019-13 Transition and Dissolution of the South Sound 911 ILA
 - A motion was made (Pugh), 2nd (Dammeier). General Counsel Peter Beckwith reminded the Board this Resolution will terminate the current ILA on 12/23 and all employees and contracts will be moved to the Public Authority on 12/22. The Resolution also allows for the ILA Executive Director role to transition to the Public Authority Executive Director role.
 - Chair Richardson called for a vote on the floor; passed unanimously.
4. Resolution 2019-14 Adopting the ICMA-RC 401(a) plan
 - A motion was made (Pugh), 2nd (Curtis). Mr. Beckwith provided an overview to the Board regarding the employee-driven process to bring an agency-wide vote regarding opting out of Social Security to a 401(a) plan, or choosing to stay with Social Security. 70% of employees voted to opt out of Social Security and adopt a 401(a) plan while 30% voted to stay with Social Security.

- Boardmembers discussed concerns regarding whether or not employees were provided with all the information needed to make an educated vote. Mr. Beckwith indicated an advisory group consisting of employees from different departments within the agency was created and all the information received from Social Security and ICMA-RC presentations was forwarded to employees, along with specific calculators so each employee could input their personal information to assist in their voting decision.
- Several Boardmembers expressed frustration regarding the lack of information presented to Board – especially since the Board cannot choose to table the vote until more information is collected.
- It was asked if there was an option available that would allow some employees to stay with Social Security, while the others opt out and move to the 401(a) plan. Assistant Director Caviezel advised that no such option is available, the vote will need to be either for Social Security or the 401(a) plan with the outcome being implemented agency wide.
- The Board discussed that while members may not be happy with the lack of information and communication regarding this decision, they should still honor the vote that was taken by the employees.
- Chair Richardson called for a vote on the floor; 8 Ayes – 2 Nays (Door, Hunter); Resolution passed.

X. **Other Business / Announcements** – None

XI. **Adjournment** – Chair Richardson adjourned the meeting at 11:33am.

Respectfully Submitted

Mandy Walters