

Board of Directors Meeting Minutes

Meeting Date: September 23, 2020
Meeting Time: 9:00am
Meeting Place: WebEx video conference

I. **Call to Order** - Chair Bill Pugh called the meeting to order at 9:00am.

II. **Roll Call** -

- | | |
|---|---------|
| 1. Chief Zaro on behalf of Michael Brandstetter, City of Lakewood | present |
| 2. Bruce Dammeier, Pierce County Executive | present |
| 3. Julie Door, City of Puyallup Mayor | present |
| 4. Matt Holm, Central Pierce Fire & Rescue Commissioner | present |
| 5. Lillian Hunter, City of Tacoma Councilmember | present |
| 6. J. Kelly McClimans, City of Bonney Lake Councilmember | present |
| 7. Pat McElligott, East Pierce Fire & Rescue Commissioner | present |
| 8. Dan Rankin, West Pierce Fire & Rescue Commissioner | present |
| 9. Doug Richardson, Pierce County Councilmember | present |
| 10. Robert Thoms, City of Tacoma Councilmember | present |
| 11. Bill Pugh, City of Sumner Mayor | present |

III. **Public Comment** – None

IV. **Consent Agenda**

- Chair Pugh advised that Boardmember Doug Richardson would have to leave the meeting early and requested a motion to amend the agenda that would move the action items for approval after consent agenda approval.
 - A motion was made (Hunter), 2nd (Thoms) to amend the agenda.
 - Chair Pugh called for a vote on the floor; passed unanimously.
1. A motion was made to approve the consent agenda as presented (Hunter); 2nd (Thoms), passed – unanimously.

IX. **Action Items**

1. Motion 2020-34 to authorize approval of the purchase of employee lockers for the Public Safety Communications Center in an amount not to exceed \$77,130 plus any applicable sales tax
 - A motion was made (Hunter), 2nd (Thoms); Deputy Director Mark Mears reminded the Board that this motion is for the employee lockers that will be installed on the second floor of the PSCC. The quote came in under budget.
 - Chair Pugh called for a vote on the floor; passed unanimously.
2. Motion 2020-35 to authorize approval of the purchase of communications center floor consoles for the Public Safety Communications Center in an amount not to exceed \$1,635,940 plus any applicable sales tax
 - A motion was made (Hunter), 2nd (Thoms); Deputy Director Mears reminded the Board this motion is to approve the purchase of the floor consoles for the communications

center floor. While the consoles came under budget, the installation of screens for COVID purposes pushed the total cost slightly over budget.

- Boardmember Kelly McClimans asked if the costs for the screens could be reimbursed since it is a COVID related cost.
 - Boardmembers discussed CARES funding and FEMA requirements and the steps that need to be taken prior to the CARES deadline of December 31st
- Chair Pugh called for a vote on the floor; passed unanimously.

X. **Committee Reports**

1. Finance Committee Briefing – Boardmember Julie Door
 - Boardmember Julie Door advised that the Finance Committee met earlier in the week and had two recommendations for the Board of Directors.
 - South Sound 911 is working with the City of Tacoma and Pierce County to negotiate a lease for the 35th Street facility and the EOC room in the PSCC. The Finance Committee discussed having a board liaison if necessary.
 - The Finance Committee is recommending that after the first of the year, Pierce County give a presentation to the Board regarding the costs associated with the E911 program.
 - (i) Chair Pugh noted that DEM Director Jody Ferguson advised she would be happy to provide the Board with a presentation.
2. Transition Committee – Vice-Chair Lillian Hunter
 - Vice-Chair Hunter shared that the Transition Team is meeting regularly and she is impressed with the professionalism and engagement of the team. The group will meet again in October and will discuss what it will look like to build a new culture for South Sound 911 at the PSCC.
3. PSCOC Report – Chief Jim Sharp, Chair
 - Chief Jim Sharp advised that the committee decided that meetings will be opened up to all police and fire agencies that want to attend to allow for more participation and feedback opportunities.
4. Radio System Providers Update – City of Tacoma & CCN
 - City of Tacoma IT Director Daniel Key provided an update on the budget impact of the 2021 radio access fees and previewed proposed Study Session topics.
 - The proposed 2021 monthly access fee per radio is:
 - CCN - \$71.47
 - City of Tacoma - \$39.25
 - The new fees will be discussed in detail at the October Study Session

XI. **Staff Updates**

1. Executive Director Briefing – Deborah Grady
 - Executive Director Grady noted the sense of urgency in terms of timing for moving into the PSCC as there are only 5-6 monthly meetings before the moving begins.
 - Boardmembers expressed their appreciation for South Sound 911’s response during the recent fires. Vice-Chair Hunter recommended the Board consider presenting a proclamation to South Sound 911 for their fire response. Vice-Chair Hunter will work with Executive Director Grady to draft a document.

2. PSCC Update – Deputy Director Mark Mears

- Deputy Director Mears advised that the PSCC is almost 57% complete. The current focus is the siding, windows, doors and parking lot to ensure the building can get dried in for the winter months.
- The UPS for the 35th Street facility is still on track for delivery at the end of October. Three bids are being reviewed for the UPS room remodel.

X. **Other Business / Announcements**

- Chair Pugh asked the Board to consider making a motion to cancel the November and December Board meetings and instead have a special meeting on December 9.
 - A motion was made (Hunter), 2nd (Door); to cancel the regularly scheduled November and December meetings and in lieu of those two meetings, have a special meeting on December 9 at 9:00am.
 - Chair Pugh called for a vote on the floor; passed unanimously.

XI. **Adjournment** – Chair Pugh adjourned the meeting at 10: 06am.

Mandy Walters, Clerk of the Board