

Board of Directors Meeting Minutes

Meeting Date: March 24, 2021
Meeting Time: 9:00am
Meeting Place: WebEx video conference

I. **Call to Order** - Chair Lillian Hunter called the meeting to order at 9:01am.

II. **Roll Call** -

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| 1. Michael Brandstetter, City of Lakewood Councilmember | 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. J. Kelly McClimans, City of Bonney Lake Councilmember | present |
| 6. Pat McElligott, East Pierce Fire & Rescue Commissioner | present |
| 7. Bill Pugh, City of Sumner Mayor | present |
| 8. Dan Rankin, West Pierce Fire & Rescue Commissioner | present |
| 9. Robert Thoms, City of Tacoma Councilmember | present |
| 10. Derek Young, Pierce County Councilmember | present |
| 11. Lillian Hunter, City of Tacoma Councilmember | present |

III. **Public Comment** - None

IV. **Consent Agenda**

1. A motion was made to approve the consent agenda as presented (Door); 2nd (Thoms), passed – unanimously.

V. **Chair Comments** - None

VI. **Committee & Other Reports**

1. Finance Committee Briefing – Finance Chair Michael Brandstetter
 - Finance Chair Michael Brandstetter advised the Finance Committee met earlier in the month and approved a calendar of milestones for the 2022 budget. A study session will be scheduled in August to review the 2022 budget recommendations with the Board.
 - The Finance Committee would like to review the LE support services allocations prior to creating the 2023 budget. The committee recommended a workgroup, consisting of LE partner agency members and Boardmembers, be established. It would be preferred that at least one of the Boardmembers appointed to the workgroup not be a part of the Finance Committee.
 - Negotiations continue with Pierce County in regards to the 35th Street lease. The Finance Committee recommended the lease be effective July 1 in order to avoid negotiating and approving a lease retroactively. Pierce County is in agreement with the July 1 effective date.
 - Chair Hunter requested the current dollar amount that is allocated to the 35th Street upgrades. Deputy Director Mark Mears advised that \$2M will be invested in 35th Street facility improvements.
2. Transition Committee – Chair Lillian Hunter

- Chair Hunter encouraged board members to review the Transition Team material in the board packet. The team continues to do good work as the agency moves closer to the move in date at the PSCC.
 - 3. PSCOC Report – Chief Jim Sharp
 - Chief Jim Sharp thanked South Sound 911 dispatchers for their work and support during street racing events.
 - Fire agencies are working with South Sound 911 with the implementation of Priority Dispatch.
 - LE and Fire Chiefs are scheduled to tour the PSCC in late April.
 - Boardmember Bruce Dammeier provided an update on the regional taskforce that is addressing the street racing issue in Pierce County.
 - 4. Radio System Providers Update – City of Tacoma & CCN
 - Executive Director Deborah Grady noted the meeting requested by Boardmember Pat McElligott with Daniel Key and Jody Ferguson will be scheduled towards the end of April.
- VII. Staff Updates
1. Executive Director Briefing – Deborah Grady
 - Executive Director Grady led a discussion regarding South Sound 911 firearm transactions.
 - The process regarding firearm transfer applications (FTAs) and concealed pistol licenses (CPLs) was explained to the Board. The delays in customers obtaining an original CPL license is due to the substantial increase in firearm transactions and capacity to meet the fingerprint demand needed for the CPL.
 - The agency is reviewing options to help with the CPL backlog that include:
 - a) Private fingerprinting agreement
 - b) Other entities within Pierce County are beginning to re-open and process CPLs
 - c) JBLM is interested in partnering to process military personnel requests for CPLs
 - The Records Manager recommends adding three staff members to the records department.
 - Boardmember Dammeier expressed concern about the backlog and encouraged the agency to find a way out as quickly as possible.
 - Boardmember Derek Young noted that he is willing to look at additional resources to assist the agency with the backlog.
 - Executive Grady acknowledged the Board’s concerns and will plan to add three staff members along with continuing work on an agreement with a private fingerprint service.
 - Boardmembers discussed the costs associated with processing the CPLs versus the costs that are collected from customers. It was noted that the personnel costs exceed the costs collected from customers.
 - a) Boardmember Pat McElligott asked if it was possible to raise the fee for the CPL permit. General Counsel Peter Beckwith advised the permit costs are specified by statute and any increase would require a legislative process.
 - Executive Director Grady advised she met with City Manager Elizabeth Pauli and discussed the upcoming leases for the City of Tacoma EOC personnel to occupy the designated space in the PSCC and TFD occupancy of the 35th Street facility.

2. PSCC Update – Deputy Director Mark Mears
 - Deputy Director Mears advised the PSCC is at 95% complete and remains on track for temporary occupancy on April 22 and keys received on May 27.
 - The 35th Street remodel plans have gone to the estimators. The agency would like to go out to bid at the end of July or beginning of August.
 3. Support Services Update – Deputy Director Jim Duggan
 - Deputy Director Jim Duggan reviewed the Support Services update.
 - Further review will be completed on the call time transfer metric (transfer time from LE Comm and TFD) that is reported out on the monthly dashboard. After tracking this metric for 11 months, the call transfer time to TFD consistently exceeds the transfer time to LE Comm. The findings of this review will be reported out to the board next month.
- VIII. Action Items
1. Motion 2021-17 to authorize approval of the purchase of flat panel display monitors in an amount not to exceed \$72,500 plus any applicable sales tax
 - A motion was made (Door), 2nd (Thoms); no discussion was needed.
 - Chair Hunter called for a vote on the floor – passed unanimously.
 2. Motion 2021-18 to appoint members from the Board of Directors to serve on the Law Enforcement Support Services Cost Allocation Workgroup.
 - A motion was made (Door), 2nd (Thoms).
 - Chair Hunter asked Boardmember Brandstetter if he would be willing to serve on the workgroup. Boardmember Brandstetter advised he would be willing to serve, but he would request another Boardmember serve on the committee who is not currently on the Finance Committee.
 - Vice-Chair Julie Door nominated Boardmember Robert Thoms to serve on the workgroup; 2nd (Dammeier).
 - A motion was made (Door) to appoint Boardmember Thoms and Brandstetter to serve on the Law Enforcement Support Services Cost Allocation Workgroup, 2nd (Pugh).
 - (a) Mr. Beckwith advised the board to amend the original motion, rather than create a new motion.
 - Vice-Chair Door withdrew her motion to appoint Boardmember Thoms and Brandstetter to the Law Enforcement Support Services Cost Allocation Workgroup
 - A motion was made (Door) to amend the original motion to appoint Boardmembers Michael Brandstetter and Robert Thoms to serve on the Law Enforcement Support Services Cost Allocation Workgroup, 2nd (Pugh).
 - Chair Hunter called for a vote on the floor – the amendment passed unanimously.
- IX. Other Business / Announcements
- Vice-Chair Door recognized the efforts of former Chair Pugh on the PSCC project and his service as Chair.
 - Chair Hunter acknowledged South Sound 911 staff who prepare the monthly agenda packets.
- X. A motion was made to adjourn the meeting at 10:20am; 2nd, passed – unanimously.

Mandy Walters, Clerk of the Board

