

**Board of Directors Meeting Minutes**

**Meeting Date:** June 23, 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); 2<sup>nd</sup> (Dammeier), passed – unanimously.

V. **Chair Comments**

- Chair Hunter advised that she would share her comments during the Study Session Follow-Up portion of the agenda.

VI. **Committee & Other Reports**

1. Finance Committee Briefing – Finance Chair Michael Brandstetter
  - Finance Chair Michael Brandstetter advised the Finance Committee met on June 21. The Committee received a briefing on the surplus process for excess furniture at the 945 and 955 buildings.
  - The Committee reviewed the process for the compensation analysis for non-represented staff. In response to an RFP, three responses were received and interviews will be scheduled with each agency that responded. Any Boardmember that would like to participate in the interview process is encouraged to do so. The proposals received were all under \$45K so it will be a contract within the guidelines for Executive Director Deborah Grady to approve.
  - The Committee discussed the new lease agreement for the 35<sup>th</sup> Street backup facility. The Committee would like staff to continue negotiations in regards to some type of relief or credit in the rental agreement based on the \$2M worth of tenant

improvements South Sound 911 is making to the building. The goal is to bring the new lease agreement to the Board for approval at the July meeting.

- Finance Chair Brandstetter noted that sales tax revenue is exceeding budget estimates. One item not meeting expectations is the investment income, coming in \$100K short due to the rate of return dropping from 2.7 at the beginning of 2020 to the current .07 rate.
- The Committee discussed different ways to use the debt service funds after the debt service is paid. One option discussed included a radio purchase on behalf of agencies for radios near end of life.
- Finance Chair Brandstetter noted that it is not clear on what the expectations of the Finance Committee are in terms of moving forward on the E911 excise tax discussion and would like some additional direction.

Boardmember Derek Young arrived at 9:16am

- Boardmember Bruce Dammeier advised that both Pierce County and the City of Tacoma have recently gone through a compensation analysis and can be considered a resource to South Sound 911 staff. Finance Chair Brandstetter suggested this information could be communicated to the potential consultants during the interview process as well.
2. Transition Committee – Chair Lillian Hunter
    - Chair Hunter referred Boardmembers to review the Transition Team updates in the agenda packet. She encouraged any entity looking at improving workplace culture, to use the Transition Team as a model due its success at South Sound 911.
  3. PSCOC Report – Chief Jim Sharp
    - Chief Jim Sharp advised he met with Chief Pete Fisher and has set up a meeting with both the Police and Fire Chiefs Associations to discuss the new police reform legislation that was adopted.
  4. Radio System Providers Update – City of Tacoma & CCN
    - City of Tacoma IT Director Daniel Key reported that the build out of the radio system at the PSCC continues to make good progress.
    - Negotiations between the two radio system owners regarding an operating agreement continue.
    - Cost scenarios are being created for radio system life cycle replacements.

VII. **Staff Reports**

1. Executive Director Briefing – Deborah Grady
  - Executive Director Grady advised that it is a priority of the management team to resolve the chronic staff shortage the agency is facing. Historically, the call volumes increase during the summer months and staff schedules are being adjusted to help manage the increased volume.
  - Executive Director Grady congratulated Deann Baumann on her promotion to Communications Center Director. She thanked both Chief Sharp and Chief Fisher for participating in the selection process.
  - Records staff were acknowledged for destroying 75 shelves of paper files during a quality control project.

- A Boardmember requested that the Strategic Initiatives tracking document previously presented to the Board be brought back. The last time the Board reviewed this document was in early 2020.
  - Executive Director Grady advised that she received an email from DEM Director Jody Ferguson requesting to meet at the end of July to begin the process of moving forward on the E911 excise tax topic.
2. PSCC Update – Deputy Director Mark Mears
- Deputy Director Mark Mears advised that temporary occupancy for the 1<sup>st</sup> floor of the PSCC is expected later today. The 2<sup>nd</sup> and 3<sup>rd</sup> floor will receive temporary occupancy after L&I provides final approval on the elevator.
  - The network group continues work on system connections. The work is running behind due to electrical delays.
  - The cost and scope of the 35<sup>th</sup> Street remodel is expected this week.
  - Chair Hunter asked Deputy Director Mears for additional information regarding the employee garden at the PSCC. Deputy Director Mears advised that 16 planter boxes were installed after receiving employee feedback requesting garden space to grow vegetables and flowers.
3. Support Services Update – Deputy Director Scott Hamel
- Deputy Director Scott Hamel advised that additional educational outreach is planned for the implementation the Uber app with Rapid SOS.
  - Records staff were commended on working through the lingering issues caused by a Washington State Patrol update on their crime databases.
  - Boardmember Dammeier had questions regarding the May fingerprint data presented on the monthly dashboard. Deputy Director Hamel noted he will review the numbers and report back to the Board next month.
4. FCC Update – General Counsel Peter Beckwith
- General Counsel Peter Beckwith reported that he was appointed by the FCC to participate on the Strike Force. His workgroup was assigned to determine the impacts of 911 fee diversion. Congress is expecting a complete report and recommendations from the Strike Force by the end of September.
  - Boardmember Pat McElligott thanked General Counsel Beckwith for his report and presentation at the Study Session.

**VIII. Study Session Follow-Up**

- Chair Hunter shared with the Board that her goal as Chair is to reach a resolution on the E911 excise tax issue. South Sound 911 staff were given a directive from both Chair Hunter and Vice-Chair Julie Door to schedule the Study Session and gather the information presented to ensure that all Boardmembers had the same information.
- Chair Hunter has directed a workgroup consisting of Chief Jim Sharp, Chief Pete Fisher, Lakewood City Manager John Caulfield and Vice-Chair Door to prepare a recommendation regarding whether the E911 funding should transfer to South Sound 911. The workgroup is expected to bring their recommendation to the Board at the July meeting. Chair Hunter has also directed South Sound 911 staff to obtain an opinion from the FCC regarding the E911 tax in Pierce County.

- Boardmember Dammeier expressed concern regarding the workgroup as it did not include any representation from Pierce County. Chair Hunter advised that if a transition phase is to take place, Pierce County would be represented.
- Vice-Chair Door noted the workgroup recommendation will allow the Board to have the opportunity to vote on next steps, and if that includes a transition, what that transition would look like.
- Boardmember Matt Holm appreciated the request for an opinion from the FCC. He thanked General Counsel Beckwith for his continued hard work surrounding this topic.
- Boardmember Robert Thoms shared that he hopes the opinion from the FCC will help resolve this issue.
- Boardmember Kelly McClimans had concerns regarding the makeup of the workgroup. He would like to see representation from the smaller law enforcement agencies and Pierce County on the workgroup. Chair Hunter advised that Chief Fisher is the representative for the police agencies. If the Board moves forward with a transition, smaller agency representation will be revisited.
- Boardmember Brandstetter expressed appreciation for the formation of the workgroup that would provide the Board something to approve or modify in terms of direction. He asked that members of the workgroup not focus on who gets the money, but rather on what the best use of the money is and the specific things that need to be done with the money.
- Vice-Chair Door reminded the Board that the workgroup was created in order to allow the Board a chance to vote on whether or not a transition needs to occur.
- Boardmember McElligott noted that by having a smaller group make a recommendation to the Board, the Board can then discuss the issue further and determine the next steps.

IX. **Action Items**

1. Motion 2021-24 to authorize an amendment to the CallisonRTKL architectural contract in an amount not to exceed \$72,000 for additional construction administration services
  - A motion was made (Door), 2<sup>nd</sup> (Holm); no discussion from Boardmembers.
  - Chair Hunter called for a vote on the floor – passed unanimously.
2. Motion 2021-25 to authorize an amendment to the Hill International, Inc. contract in the amount of \$188,000 for additional Owner’s Representative services (construction management) for the PSCC project (Phase II and Phase III)
  - A motion was made (Door), 2<sup>nd</sup> (Holm); no discussion from Boardmembers.
  - Chair Hunter called for a vote on the floor – passed unanimously.

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

- XI. **Adjournment** – A motion was made to adjourn the meeting (Door) at 10:16am; 2<sup>nd</sup> (McElligott), passed – unanimously.

Mandy Walters, Clerk of the Board