

Executive Board

City of Bellevue  
City of Kirkland  
City of Redmond  
City of Mercer Island  
City of Issaquah



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**EXECUTIVE BOARD  
SUMMARY OF MINUTES**

September 10, 2015  
10:00 a.m.

Redmond City Hall  
Red Brick Road Room, 4<sup>th</sup> Floor  
Redmond, Washington

PRESENT: Kurt Triplett, Bob Harrison

ALTERNATES: Mark Risen (Brad Miyake), Steve Heitman (Noel Treat), Jane Christenson (John Marchione)

ABSENT:

OTHERS PRESENT: Nick Seibert, Scott Hatfield, Jessie Morgan

1. Call to Order  
The meeting was called to order at 10:06 a.m. by Kurt Triplett, who presided.
2. Roll Call  
Bob Harrison arrived at 10:10 a.m.
3. Approve Agenda  
Mark Risen motioned to approve the agenda, it was seconded by Steve Heitman and carried 4-0.
4. Consent Agenda
  - a) **Approval of Payment Vouchers:** the following voucher/warrants were approved for payment: Voucher (warrant) numbers 6049 through 6081 for a total of \$125,445.13.
  - b) **Approval of Minutes of July 9, 2015**  
Steve Heitman motioned to approve the Consent Agenda, it was seconded by Mark Risen and carried 4-0.
5. Action Items
  - a) **Appointment of Member and Alternate to PSERN Joint Board**  
Kurt Triplett reports the steering committee is transforming into the PSERN Joint Board due to the ballot passing. The Executive Board needs to formally appoint a member and an alternate the PSERN Joint Board. These individuals will serve until PSERN activates. Scott Hatfield reports that system design level decisions will need to be made soon and

the member will serve in that capacity. The member will also represent EPSCA in budget making decisions. EPSCA decides how the member is appointed and the term of the appointment.

Bob Harrison arrived at 10:10 a.m.

Steve Heitman motioned Kurt Triplett be elected to the PSERN Joint Board as the EPSCA representative, it was seconded by Bob Harrison and carried 5-0.

Bob Harrison motioned to elect Jane Christenson as the alternate, it was seconded by Mark Risen and carried 5-0.

6. Reports

**a) PSERN Update**

Scott Hatfield reports the Joint Board is forming and the beginning of the design process is underway. Variances and waivers for height restrictions within cities are being sought out for various tower sites. This is going to be a long process. PSERN will be contacting dispatch centers regarding early console replacement. The current consoles are at end of life and console replacement is planned for 2018. Early replacement will cost the dispatch centers and/or their respective sub-regions. Scott is working on a proposal to remedy this issue.

**b) Maintenance Update**

Scott Hatfield reports King County is starting their infrastructure rebanding next week. The particularly warm summer caused EPSCA to spend almost \$10,000 in air conditioning repairs at Horizon Heights. The Crossroads site air conditioner will need to be replaced. This unit will cost about \$1,500-\$2,000. There was also a repair at Norway Hill. The West Tiger site owner requested the relocation of the propane tanks which cost approximately \$5,000.

**c) Budget Discussion**

Scott Hatfield reports that in 2014 an approved 2 year budget was passed for 2016. He would like to update the 2016 budget in such a manner that would reduce the 2016 subscriber fee. He would like to decrease the replacement reserves amount to approximately \$75,000 and using those monies to decrease the subscriber fees. Due to the limited remaining life span of EPSCA, the current monies already in reserves and frugal spending, the amount EPSCA places in replacement reserves can safely be decreased. Scott will introduce the updated 2016 budget to the Operations Committee as per usual.

7. Other/Information

Scott Hatfield will be providing an EPSCA/PSERN orientation meeting to the Operations Committee and extends an invitation to the Executive Board to attend. It will take place on October 22<sup>nd</sup> at 12:30 p.m. at the Kirkland Police Department.

8. Executive Session

None

9. Adjourn

Being no further business, meeting adjourned at 10:55 a.m.

**Next Meeting  
Scheduled for:**

**October 8, 2015  
10:00 a.m.**