

Executive Board

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



**Eastside Public Safety
Communications Agency**

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**EXECUTIVE BOARD
SUMMARY OF MINUTES**

June 13, 2013
City Hall
10:00 a.m.
1E-113

Bellevue

Room

Bellevue, Wash-

ington

PRESENT: Rich Conrad, Ava Frisinger

ALTERNATES: Marilynne Beard (Kurt Triplett), Mark Hagreen (John Marchione), Mike Eisner (Brad Miyake)

ABSENT:

OTHERS PRESENT: Scott Hatfield, Jessie Morgan, Kenny Adamson

1. Call to Order

The meeting was called to order at 10:22 a.m. by Ava Frisinger, who presided.

2. Roll Call

Marilynne Beard arrived at 10:24 a.m.

Rich Conrad arrived at 10:24 a.m.

3. Approve Agenda

Scott Hatfield would like to add Item 5c) EPSCA budget report Quarter 1, 2013. He requested that the PSERN Agreement be moved up on the agenda. Mike Eisner motioned to approve the amended agenda, it was seconded by Mark Hagreen and carried 5-0.

4. Consent Agenda

a) Approval of Minutes of May 9, 2013

b) Approval of Payment of Claims: the following voucher/warrants were approved for payment: Voucher (warrant) numbers 5515 through 5667 for a total of \$594,297.80. Mike Eisner motioned to approve the Consent Agenda, it was seconded by Mark Hagreen and carried 5-0.

6. Action Items

a) PSERN Procurement Agreement

Scott Hatfield recommends the Executive Board approve to enter into the PSERN Procurement Agreement. The agreement allows the four system owners (City of Seattle, EPSCA, King County and Valley Communications Center) to develop and release the RFP for the procurement of the new emergency radio system, evaluate proposals submitted in response to the RFP and other procurement activities. The agreement establishes the terms under which the system owners will work together in the procurement process and development of a contract that will be subject to obtaining necessary funding. Marilynne Beard motions to execute the PSERN Procurement Agreement, it is seconded by Rich Conrad and carried 5-0.

5. Reports

a) RERC Overview / Update Report

Rich Conrad agrees that the PSERN Procurement Agreement is the next right step for EPSCA to take.

b) Radio System Replacement Briefing

Scott Hatfield summarized the Radio System Replacement Project Briefing. The RFP is a very good result of a tremendously collaborative effort by all of the system partners and end users. It is the culmination of a 2 year effort on the part of personnel from all four system owners to identify failure points and draft both technical and user defined requirements for a radio system replacement. The RFP released last week requests vendors to provide a complete design, cost and transition plan to move from the current 800 MHz analog radio system to an 800 MHz Project 25 Phase 2 digital radio system. It contains bidder instructions, contract terms, conditions and proposed project schedule and technical requirements regarding system coverage, capacity and user availability.

c) EPSCA Budget Report Q1 2013

Scott Hatfield reports the overall budget report for EPSCA for the first quarter is good to very good. Total expenses including replacement reserves are 27.9% of budget and total revenues are 27.0% of budget. Personnel costs are running at about 24.4% of budget and overtime/standby pay have been kept to a minimum. M&O costs are below budget in general except for Site Maintenance and Operating Contingency, largely due to an unexpected antenna failure at Canyon Park. The lack of interest received from savings has impacted our Revenue and has been reduced every year since 2009. Radios have been added just after this first quarter report was prepared and this trend is expected to continue throughout the year.

Mark Hagreen left at 10:48 a.m. and returned at 10:49 a.m.

7. Other/Information

8. Executive Session

None

9. Adjourn

Being no further business, meeting adjourned at 10:52 a.m.

**Next Meeting
Scheduled for:**

**July 11, 2013
10:00 a.m.**