Eastside Public Safety

Communications Agency



**Executive Board**

**City of Bellevue**

**City of Kirkland**

**City of Redmond**

**City of Mercer Island**

**City of Issaquah**

P O Box 97010 Mail Stop PSEPS, Redmond,WA 98073-9710 8701 160th Avenue NE, Redmond, WA 98052 tel (425) 556-2515 fax (425) 556-2517

**OPERATIONS COMMITTEE**

**SUMMARY OF MINUTES**

February 28, 2019 Redmond Public Safety Building

1:30 p.m. Media Conference Room

 Redmond, Washington

PRESENT: Dave Jokinen, Dave Schlaegel, Chris Wilson (by phone) Sheryl Mullen, Tim Day

ALTERNATES: Tim Carpenter (Todd Aksdal)

ABSENT: Gary Anderson, Greg Tryon, Pat Arpin, Tim Dahl, Todd Dickerboom

OTHERS PRESENT: Scott Hatfield (via phone), Mark Hagreen, Kale Fong

1. Call to Order

The meeting was called to order at 1:34 p.m. by Dave Jokinen, who presided.

1. Roll Call

3. Approve Agenda

Tim Day motioned to approve the agenda, it was seconded by Dave Schlaegel and carried 6-0.

4. Consent Agenda

1. Approval of Minutes of November 15, 2018

Dave Schlaegel motioned to approve the consent agenda, it was seconded by Tim Carpenter and carried 6-0.

5. Action

6. Reports

 a) PSERN

Scott Hatfield reported there has not been much new activity with PSERN. Although the new Norway Hill structure is not quite to specifications, the issues can be remedied and EPSCA’s new equipment will be moving to the new structure soon. The BDA task force is developing new criteria and a plan for existing BDAs to work with the new PSERN system. There have been an unusually high number of radio ID activations, likely due to the pending radio replacement. Scott Hatfield would like subscriber agencies to keep in mind that PSERN will require each radio that is replaced to sign a two-year subscriber service agreement. Going forward, new ID activations are likely to not be part of an agency’s usual block of numbers and may also not be sequential. There have been price discrepancies regarding radio purchases. Scott requested that new quotes be sent to him or Mark to ensure subscribers are getting the correct pricing before purchase.

 b) Transition & Training

Mark Hagreen reported the PSERN project schedule is hard to track because it is constantly changing. The schedule changes multiple times during the week with dates moving forwards and backwards. It is unknown why the dates are fluctuating so frequently. The current focus is the cold install of console and back room equipment in our dispatch centers. It has been challenging to coordinate the installation dates between PSERN and our dispatch centers, however, the end-product should be invisible to the end user. Another area of focus is in-building coverage. The additional tower proposal is due in mid-March. A consultant has been hired to inventory current

BDAs and discern the best practices to transition existing BDAs to work with the new system. A sub-group comprised of Fire Marshals is working to create a common standard regarding the commissioning/testing/procurement process for new BDAs. Inventories to PSERN are due by March 29th. Please contact Mark or PSERN if any assistance is required.

7. Other Information

Scott Hatfield reported that the election of the Chair and Vice Chair must be completed before April 30th. Elections will occur at the April meeting. The March meeting is canceled.

8. Executive Session

 None

9. Adjourn

 Being no further business, the meeting was adjourned at 1:22 p.m.

**Next Meeting**

**Calendared for**

**April 25, 2019**