Eastside Public Safety

Communications Agency



**Executive Board**

**City of Bellevue**

**City of Kirkland**

**City of Redmond**

**City of Mercer Island**

**City of Issaquah**

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**OPERATIONS COMMITTEE**

**SUMMARY OF MINUTES**

November 15, 2018 Redmond Public Safety Building

1:30 p.m. Media Conference Room

 Redmond, Washington

PRESENT: Dave Jokinen, Dave Schlaegel, Gary Anderson, Pat Arpin, Tim Day

ALTERNATES: Robert Clemmons (Sheryl Mullen)

ABSENT: Chris Wilson, Greg Tryon, Tim Dahl, Todd Aksdal, Todd Dickerboom

OTHERS PRESENT: Matt Busa, Paul Smith, Scott Hatfield (via phone), Mark Hagreen, Kale Fong

1. Call to Order

The meeting was called to order at 1:32 p.m. by Dave Jokinen, who presided.

1. Roll Call

3. Approve Agenda

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

4. Consent Agenda

1. Approval of Minutes of September 27, 2018

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

5. Action

 a. 2019-2020 Budget

Scott Hatfield disseminated the 2019-2020 Budget to the Operations Committee. The Executive Board had previously locked the subscriber rate as well as spending until EPSCA sunsets, barring any changes. The Training and Transition Coordinator position is not in the operation budget because the salary will come out of EPSCA’s replacement reserves and will not affect the subscriber rate or spending in the budget. He recommended the Operations Committee recommend option #1 to the Executive Board for approval.

Robert Clemmons motioned to recommend to the Executive Board, approval of option #1 of the 2019-2020 budget, it was seconded by Tim Day and carried 6-0.

6. Reports

 a) PSERN

Scott Hatfield reported that PSERN is suffering from delays due to leasing issues. Full system acceptance is now slated for February 2022. Due to these delays, the current regional system managers are doing all they can to increase the longevity of our current system as equipment support continues to end.

1. CADI System

Scott Hatfield reports that he intends to support NORCOM’s request for funding for the CADI system from the RCB. The CADI system is an officer safety support tool which identifies radio IDs for out of home area radios.

1. Norway Hill – Scott Hatfield

The newly built Norway Hill site is four feet shorter than it is supposed to be. This interferes with line of site for the microwave system currently and in the future with tree growth. A mitigation plan is still being worked on. This may cause delay in the PSERN project.

1. Motorola Maintenance Contract – Scott Hatfield

The Executive Board has approved renewal of the Motorola Maintenance Contract with no changes from the previous contract. There is a provision within the contract for equipment changes so that new equipment may be added and covered under the new contract. Due to the addition of new equipment, there may be a cost variance in the future.

e) Transition & Training

Mark Hagreen reported that he has conducted site visits with almost every subscriber agency. His goal is to have no surprises on the operations front. Items that were of most interest to subscribers included PSERN schedule changes, operations-focused information, interconnectedness issues, equipment standards, looking out for EPSCA agencies’ interests, dispatch center readiness and pilot testing of equipment testing and the training process. Mark Hagreen will continue to focus on these issues as well as put out a monthly email with information pertaining to these interests. Mark Hagreen also reported that PSERN will be requesting radio inventories from our subscriber agencies.

7. Other Information

8. Executive Session

 None

9. Adjourn

 Being no further business, the meeting was adjourned at 2:30 p.m.

**Next Meeting**

**Calendared for**

**December 20, 2018**