



Eastside Public Safety Communications Agency

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OPERATIONS COMMITTEE SUMMARY OF MINUTES

February 23, 2017
1:30 p.m.

Redmond Public Safety Building
Media Conference Room
Redmond, Washington

PRESENT: Dave Jokinen, Pat Arpin, Sheryl Mullen, Gary Anderson, Tim Day, Tim Dahl, Micki Singer

ALTERNATES:

ABSENT: Todd Dickerboom, Mike Murray, Greg Tryon, Chris Wilson

OTHERS PRESENT: Andrew Johnson, Scott Hatfield

1. Call to Order

The meeting was called to order at 1:31 p.m. by Dave Jokinen, who presided.

2. Roll Call

3. Approve Agenda

Pat Arpin motioned to approve the agenda, it was seconded by Tim Dahl and carried 7-0.

4. Consent Agenda

a) Approval of Minutes of January 26, 2017

Tim Dahl motioned to approve the Consent Agenda, it was seconded by Gary Anderson and carried 7-0.

5. Action Items

a) Approval of Primary Bank Changes

Scott Hatfield reported that Bank of America is giving EPSCA 90 days to close our accounts. Due to banking changes, Bank of America is reducing the amount of business they do with government entities, other cities and school districts are also facing this issue. Columbia Bank meets many of our criteria and has indicated interest in having our business. Columbia Bank has provided us a quote and we will realize approximately \$150 savings per month in banking fees. Changing banks does not require an RFP, Jessie Morgan has verified with State Auditor's Office. Sheryl Mullen motioned to recommend Columbia Bank for our new banking institution to the Executive Board, it was seconded by Tim Day and carried 7-0. There will be no change to our account at the Local Government Investment Pool (LGIP) where the bulk of our funds are held. Bank of America was used for a checking account, credit cards, and lockbox services. All of these accounts will be established at Columbia Bank.

b) Approval of Bylaw Changes – Correction to RCW

Scott Hatfield reported that during our clean audit with no findings it was discovered that in our Bylaws regarding our use of credit cards, there was a typographical error. The RCW referenced was missing the final numerical digit. Sheryl Mullen motioned to recommend to the Executive Board to make the correction to the Bylaws Section 9.2 to add “5” to the end of the RCW cited. Motion was seconded by Tim Day and carried 7-0.

6. Reports

a) PSERN Update

Scott Hatfield reported that the PSERN team has finally announced that there will be a delay; PSERN did not disclose an exact amount of time. These delays due to leasing and site acquisition will not impact the attainment of any milestones in the project. The other issue PSERN is working on is the prediction of in-building coverage. In-building coverage was left out of the RFP design requirements because there is not a good methodology to predict it. Motorola has been asked to produce a set of maps that compares what the system today provides versus what the future system will provide. Preliminary findings show that our future system will have improved in-building coverage overall. .

a) Channel Reduction Testing

Scott Hatfield reported that Motorola has requested a large amount (almost half) of our current channels to be shut down for testing, this is unacceptable. Our system cannot function at 50% capacity. For EPSCA’s portion, Motorola is requesting 8 of our 18 channels. In about a month, EPSCA is going to turn off 4 channels for 30 days to see what effect it will have on the system to gauge whether or not EPSCA can give up 4 channels instead of 8. The other subregions are going to do the same test.

7. Other/Information

8. Executive Session

None.

9. Adjourn

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

**Next Meeting
Scheduled for:**

**March 23, 2017
1:30 p.m.**