

Executive Board

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



Eastside Public Safety  
Communications Agency

P O BOX 97010, Mailstop: PSEPS  
Redmond, WA 98073-9710  
Tel (425)556-2515 Fax (425)556-2517  
8701 160th Ave. NE, Redmond, WA 98052

**OPERATIONS COMMITTEE  
SUMMARY OF MINUTES**

Agenda Item 4a)

September 25, 2014  
1:30 p.m.

Redmond Public Safety Building  
Media Conference Room  
Redmond, Washington

PRESENT: Mark Hagreen, Mark Risen, Nick Seibert, Dave Jokinen, Micki Singer

ALTERNATES: Pat Spak (Mike Johnson)

ABSENT: Joe Sanford, Ed Carolan, Wes Collins, Steve Cozart, Tim Dahl, Sean Chesterfield

OTHERS PRESENT: Scott Hatfield, Jessie Morgan

1. Call to Order

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

2. Roll Call

3. Approve Agenda

Scott Hatfield would like to at 5b to the reports: Diagnostics Box Results

Nick Seibert motioned to approve the amended agenda, it was seconded by Mark Risen and carried 6-0.

4. Consent Agenda

**a) Approval of Minutes of July 2, 2014**

Nick Seibert motioned to approve the consent agenda, it was seconded by Mark Risen and carried 6-0.

5. Reports

**a) Rebanding Update**

Scott Hatfield reports that all subscriber radios have been rebanded or re-tuned. EPSCA is still waiting for some equipment for the NORCOM recording radios in order to begin the rebanding of the NORCOM control station radios. This will delay us until mid-November, which due to uncertain weather conditions, could delay rebanding of the infrastructure.

This delay will not impact the end user.

**b) Diagnostics Box Results**

Scott Hatfield reports that the diagnostics box is a regionally owned piece of equipment that measures the frequency and output of a radio as it affiliates with a site. He handed out a report containing a list of the radios that failed at the North Seattle site. The number of radios that failed is a vast improvement over previous tests. Scott will send an electronic copy to the Operations Committee for dissemination in order to tune up the failing radios.

6. Action Items

**a) Maintenance Contract Renewal**

Scott Hatfield presents a 2 year maintenance contract renewal with Motorola to continue the current contract. Included is a system audit by a Motorola system technician to ensure that our tenured technician is not accidentally missing anything. There has been no pricing difference for several years. Mark Risen motioned to recommend to the Executive Board to approve the extension of this maintenance contract, it was seconded by Nick Seibert and carried 6-0.

7. Other Information

2015 Proposed meeting schedule handout

8. Executive Session

None

9. Adjourn

Being no further business, the meeting was adjourned at 2:04 pm.

**Next Meeting**

**October 23, 2014**

**1:30 p.m.**