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**

September 24, 2020 Virtual Meeting

1:30 p.m.

PRESENT: Dave Jokinen, Dave Schlaegel, Greg Tryon, Sheryl Mullen, Todd Dickerboom,

Lisa Broulette, Tim Day

ALTERNATES:

ABSENT: Gary Anderson, Pat Arpin, Steve Taylor, Chris Wilson

OTHERS PRESENT: Andrew Johnson, Scott Hatfield, Mark Hagreen, Kale Fong

1. Call to Order

The meeting was called to order at 1:35 p.m. by Dave Jokinen, who presided.

1. Roll Call

Todd Dickerboom arrived at 1:45 p.m.

3. Approve Agenda

Greg Tryon motioned to approve the agenda, it was seconded by Sheryl Mullen and carried 6-0.

4. Consent Agenda

1. Approval of Minutes of June 25, 2020

Sheryl Mullen motioned to approve the consent agenda, it was seconded by Tim Day and carried 6-0.

5. Action

a. 2021-2022 Budget and Access Fee

Scott Hatfield presented the 2021-2022 Budget and Access Fee. Prior year and YTD actuals were requested by the Operations Committee. Action tabled pending this information for next meeting.

b. West Tiger Mountain Lease Renewal

Sheryl Mullen motioned to recommend to the Executive Board to enter into a 3 year lease with American Tower for the West Tiger site lease, it was seconded by Greg Tryon and carried 7-0.

6. Reports

 a) PSERN – Scott Hatfield

Scott Hatfield reported that Master site and dispatch console cutover will occur on October 12th. Site trunking will last for hours instead of a few minutes as it is with zone controller switches. This cutover will not be canceled unless there is a significant catastrophe due to the difficulty in scheduling all parties to be present. The Operations Committee requested that Scott be present for the cutover. Scott will take this request to the Executive Board for approval.

1. Transition & Training – Mark Hagreen

Mark Hagreen reported that PSERN will provide detailed timelines to each PSAP regarding the cutover and PSERN recommends that console training be complete by the first week of October. The PSERN schedule has remained stable and the construction of sites in the primary bounded area will be complete at the end of 2020. Mark advised that early deployment radios will need to be programmed and that he will help coordinate with King County radio shop to assist agencies in crisis due to radio failure. PSERN is slated to request an update to radio inventory numbers in March of 2021. At that time, radio numbers will be locked for replacement. Mark also suggested that now would be a good time to update fire codes in conjunction with BDA transition. Please contact Mark for assistance.

7. Other Information

8. Executive Session

 None

9. Adjourn

 Being no further business, the meeting was adjourned at 2:35 p.m.

**Next Meeting**

**Calendared for**

**October 22, 2020**