

THURSTON 9-1-1 COMMUNICATIONS
OPERATIONS BOARD MEETING MINUTES
MONDAY, JUNE 27, 2016 @ 1:00 P.M.

MEMBERS PRESENT:

Tim Braniff, Chair – Thurston County Sheriff's Office
Aaron Jelcick – Olympia Police Department
John Stines – Tumwater Police Department
Dusty Pierpoint – Lacey Police Department
Steve Brooks – Lacey Fire District #3
John Wood – Fire Chief's Association
Scott LaVielle – Tumwater Fire Department

TCOMM STAFF:

Keith Flewelling – Executive Director
Wendy Hill – Deputy Director
David Taylor – Radio Services Manager
Tim Klotz – IT Manager
Lisa Cummings – Administrative Assistant

GUESTS:

Terry Ware – Olympic Ambulance

Call to Order

Chair, Tim Braniff called meeting to order at 1:05 p.m.

Approval of Agenda & Minutes

M/S/C approval of the June 27, 2016 with the correction of the date of the previous Operations Board Minutes to April 18, 2016, and July meeting start time to 1:00 p.m. (J. Wood/S. LaVielle)

M/S/C approval of the April 18, 2016 meeting minutes. (J. Wood/S. LaVielle)

Subcommittee Reports

LERUC – No Report.

Fire Liaison Committee – No Report.

TCOMM Technical Reports

IT Services – T. Klotz provided an update of the 2016 IT projects (attachment).

Updates included:

- Project 5 – 2FA (two factor authentication) Single Sign-on for Dispatch is near completion.
- Project 6 – Audio Recording for Thurston County Prosecutor: Training is complete and staff is awaiting feedback from the Prosecutor's office. If the pilot is successful, it will be made available for TCOMM user agencies.
- The TCOMM website is in the process of a major renovation to a more user friendly site. \$5,000 was received as a grant from the Nisqually Tribe to use as well as TCOMM applying an additional \$4,000 to the project. K. Flewelling

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reported TCOMM will not be relying on a large social media presence as our user agencies will be linked on the TCOMM website for citizen access to information.

Radio Services – D. Taylor provided an update of the 2016 Radio Services projects (attachment). Updates included:

- Bald Hills Radio Power System – The power plant which will recharge the batteries that control the system is complete, has been staged, and is ready to be deployed. The cutover will not be scheduled until September when TCOMM hires a new Radio Technician, as Brad Cooper is set to retire in August of this year.
- Bush Mountain Radio Site – Site construction is complete and is staged pending an approved lease agreement.
- Thurston County Site Power System Replacement – Pre-configuration is complete and staged awaiting an installation date.
- Bald Hills Site and Bucoda Reservoir Site – Microwave replacement specifications are pending the Request for Bid results.

Old Business

Chaplain Tracking Work Group report and recommendation – K. Flewelling reported chaplain tracking was implemented on June 1st at the recommendation of the Chaplain Tracking Work Group; there were no financial impacts to TCOMM as a result of implementation. The Chaplain Tracking Policy and Procedure has been disseminated to this Board and TCOMM's user agencies.

TCOMM Public Safety Radio Steering Committee Report – K. Flewelling reported the first meeting of the TCOMM Public Safety Radio Steering Committee was held on May 11, 2016. Meeting highlights included:

- Consensus driven group facilitated by TCOMM staff.
- Instead of hiring a consultant at a cost to the agency, TCOMM will publish an informal RFI (Request for Information) to all the major radio manufacturers (Motorola, Harris, and Tait) and ask them to provide a presentation, in mid-September, to the steering committee regarding what new radio system options exist for Thurston County today.
- The committee hopes to have a plan/proposal in place by December of 2016 and then begin work on implementation in 2017.

TCOMM Non-member Fee Review Committee Report – K. Flewelling reported the first meeting of the Non-member Fee Review Committee was held on May 11, 2016. Meeting highlights included:

- K. Flewelling provided a brief history of non-member fee calculations and the basis for establishing the committee and selecting participants.
- Committee will operate under a formal approach with a Chair, Lenny Greenstein, and Vice Chair, Ed Hildreth elected.

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- TCOMM staff has compiled data regarding usage, time on task, different service levels and current fee structures.

Strategic Plan Update – K. Flewelling provided the Strategic Plan Update for review (attachment). Completed items include:

- Leadership transition
- TCPAO access to audio recordings
- Establish Radio Systems Task Force
- Establish agency Aesthetics Committee
- Annual Report published

First Net & Washington One Net Update – K. Flewelling provided an update on the First Net & Washington One Net project (attachment). Highlights included:

- First Net released and received responses to their RFP. The RFP was for a nationwide cellular network for public safety data.
- The selected provider from the RFP will be required to submit a state plan for Washington State to be accepted or denied by the Governor's office after review by the SIEC.
- K. Flewelling reviewed the ramifications for opting in or opting out of the plan, even though the states are still required to build out the system and still required to join with the rest of the nation on the same frequency band.
- K. Flewelling reviewed the First Net business model and how it would affect public safety in a high priority situation. He clarified First Net is not promising mission critical voice communication at the present time and is advising agencies not do do away with radio systems.

New Business

Region 3 Interoperability Coordinator – K. Flewelling reported Quackenbush Consulting, LLC was hired as the Region 3 Interoperability Coordinator. Over the next twelve months the coordinator will update the Tactical Interoperability Communications Plan as well as updating the Field Operations Guide. When the complete, the field guide with either be republished and/or an application will be developed for use on smart phones.

Labor Negotiations Subcommittee – W. Hill requested two volunteers to participate in the Labor Negotiations Subcommittee as the contracts for the two bargaining units expire at the end of 2016. John Stines and Scott LaVielle volunteered to represent the Operations Board.

2017 Budget Subcommittee – K. Flewelling requested two volunteers for the 2017 Budget Subcommittee. S. Brooks and D. Pierpoint volunteered to represent the Operations Board on the Budget Subcommittee.

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TCOMM 2015 Annual Report – The 2015 TCOMM Annual Report was distributed for review. The report can be found on the TCOMM website as well. K. Flewelling noted a glitch in the statistics, which were listed in the report. This issue has been researched and addressed.

Other Business

Nisqually Canoe Journey – The upcoming community event, “Nisqually Canoe Journey” was discussed. An additional 20,000 people are expected in Thurston County for this six-day event. LFD #3 is staffing an additional crew dedicated to the event. The event runs from July 30th through August 6th with an expected 125 canoe families. W. Hill reported TCOMM will be staffing up July 30th and August 1st. The crowd is expected to diminish as the week goes on.

Meeting adjourned at 1:53 p.m. Next meeting to be held Monday, July 18, 2016 @ 1:00 p.m.