

Regular Meeting Minutes
Spokane Regional Emergency Communications Governing Board
June 20, 2019

1. Call to Order and Roll Call 7:30am

Chief Bryan Collins called the meeting to order at 0730 hours. The following Board members were in attendance:

Board Members

Chief Bryan Collins (Chair) – Spokane Valley Fire Department
Chief Brian Asmus (Vice Chair) – Liberty Lake Police Department
Chief Brian Schaeffer – Spokane Fire Department (via phone)
Sheriff Ozzie Knezovich – Spokane County Sheriff's Office
Assistant Chief Justin Lundgren – Spokane Police Department
Cody Rohrbach – Spokane County Fire District 3 (via phone)
Randy Johnson – Spokane County Fire District 4
Chief Mark Werner – Spokane Valley Police Department
Theresa Sanders – City of Spokane
Gerry Gemmill – Spokane County (via phone)

Staff

Steve Reinke, SREC Executive Director
Lori Markham, SREC Deputy Director
Jeff Tower, SREC Human Resources Manager
Bob Schwent, SREC Technical Services Manager

Auxiliary Partners / Guests

Jay Atwood, Spokane Fire Department
Assistant Chief Howard Johnson, SCFD 4
Lt. Shawn Kendall, SPD Dispatch
Tonya Wallace, Spokane County
Valerie Keegan, SRECS
Kirstin Davis, Spokane County 911
Heather Wood, Spokane County 911
Cherell Yates, Spokane County 911
Dave Heglin, SCSO Dispatch
Meghann Steinolfson, City of Spokane
Laura McAloon, McAloon Law Offices (via phone)
Donnie Quitugua, SCGI (via phone)
Dee Hicks, SCGI (via phone)

2. Closed Meeting to Discuss Matters Related to Collective Bargaining

A. As allowed by RCW 42.30.140(4)(a)

Chair Collins closed the meeting at 7:30 a.m. for 45 minutes.

At 8:15 a.m. Steve Reinke announced the session would be extended 15 minutes.

The meeting returned to open session at 8:30 a.m.

3. Action Items Related to Closed Meeting

Brian Asmus motioned to approve extending job offers to Spokane City Fire Dispatchers for Y-rated SREC employment at their current rate. Gerry Gemmill seconded. All were in favor. Motion carried.

4. Action Items

A. Review and approve minutes from the June 6, 2019 regular meeting.

Brian Asmus motioned to approve the minutes from the June 6, 2019 regular meeting. Theresa Sanders seconded. All were in favor. Motion carried.

B. Review and approve minutes from the June 13, 2019 special meeting.

Brian Asmus motioned to approve the minutes from the June 13, 2019 special meeting. Theresa Sanders seconded. All were in favor. Motion carried.

C. ILA for Purchasing with the WA School Information Processing Cooperative

Steve Reinke explained this is one of a few more to come which will allow SREC to join various cooperatives so SREC can utilize existing contracts. Bryan Collins motioned to approve the ILA. Mark Werner seconded. All were in favor. Motion carried.

D. Budgetary Control and Management Policy

Steve Reinke explained the policy was included in the Board packet. Tonya Wallace and Laura McAloon have vetted the policy. Steve Reinke stated there are references to 'agency' which will be changed to 'Governing Board'. Tonya Wallace explained the policy includes feedback from the Board on previous drafts. Mark Werner motioned to approve the Budgetary Control and Management Policy. Brian Asmus seconded. All were in favor. Motion carried.

E. Travel Policy

Steve Reinke explained the policy was included in the Board packet. Verbiage will be added to reflect, out of State travel, with the exception to North Idaho will require the Executive Director or Deputy Director's pre-approval. Section 3c will be removed. Theresa Sanders motioned to approve the travel policy as amended. Randy Johnson seconded. All were in favor. Motion carried.

F. Resolution 2019-6

Steve Reinke handed out the Resolution for the Board's review and approval. The resolution establishes a Health Reimbursement Arrangement (HRA) plan. SREC would adopt and participate in the HRA VEBA Plan and Trust for the benefit of eligible employees as defined by Employer policies or collective bargaining agreements. Steve Reinke explained a few current Spokane County employees who will be transitioning to SREC currently have VEBA accounts and this resolution is keeping with SREC's 'as good as or better' policy. Theresa Sanders clarified this is a benefit to only employees who currently have a VEBA. Steve Reinke explained the resolution creates the foundation and a policy will be drafted for the Board's approval outlining the specific criteria. Mark Werner motioned to approve Resolution 2019-6. Ozzie Knezovich seconded. All were in favor. Motion carried.

5. Staff Reports

A. Operations

Lori Markham stated John Heglin is currently working on the phone system to allow calls to be transferred to SREC and Spokane City Fire. Supervisor interviews for Fire are being held today. 911 is at a staffing crisis resulting in forced OT and creative scheduling. The job posting for Communications Officer I is open, but it is still a few months of training before the employee is ready to answer calls. Later in July the process for call receivers to transition/train as dispatchers will begin.

Lori Markham explained there is currently not a way on the 911 side to see what calls belong to what fire district. City fire calls will be transferred to City dispatchers and all others will transfer to SREC fire. Current geographics stay the same.

B. Technical

Bob Schwent explained they are preparing for the Fairchild event this weekend. Preventative maintenance is ongoing. The interference at Lookout Mountain has been resolved. The job posting for the GIS Manager is open. Bob Schwent is addressing the push-to-talk issues with Tyler and their routing processes. The fire code plug project is still progressing. Bob Schwent reminded the Board that as a new entity, SREC will need a new ORI, so he is in contact with WSP and the FBI.

C. Finance

Valerie Keegan explained she completed general ledger training last week with Tyler. ADP entries are progressing and employees will initially be entered at their current rates of pay and then be adjusted once contract negotiations have concluded. SREC will remain on the County systems through transition.

D. Human Resources

Jeff Tower explained NeoGov is live and positions have been posted. The Operations Managers are continuing to meet on policy and procedures.

E. Administration

Steve Reinke stated more resolutions will be forthcoming including a use agreement with the County to continuing utilizing assets. Completed policies are under legal review and will be presented to the Board for approval after that.

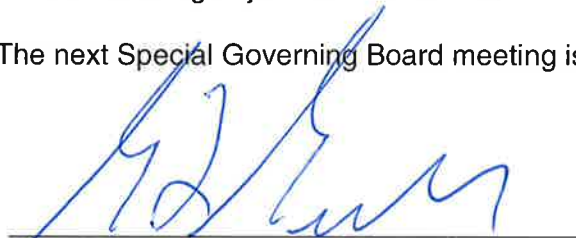
6. Open/Public Comment

No public comment.

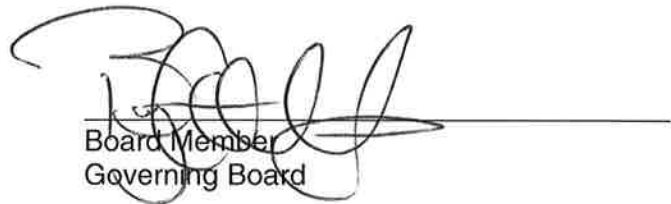
7. Adjourn

The meeting adjourned at 8:50 a.m.

The next Special Governing Board meeting is scheduled for June 27, 2019 at 0730 hours.



Board Member
Governing Board



Board Member
Governing Board