

Regular Meeting Minutes  
Spokane Regional Emergency Communications Governing Board  
July 15, 2021

**1. Call to Order and Roll Call 7:30 a.m.**

Chief Bryan Collins called the meeting to order at 7:33 a.m. The following Board members were in attendance:

Board Members – via Zoom

Chief Bryan Collins – Spokane Valley Fire Department (Chair)  
Assistant Chief Howard Johnson – Spokane County Fire District 4  
Chief Cody Rohrbach – Spokane County Fire District 3  
Chief Brad Richmond – Airway Heights Police Department  
Chief Dave Ellis – Spokane Valley Police Department  
Scott Simmons – Spokane County

Staff – via Zoom

Lori Markham, Executive Director  
Kim Arredondo, Deputy Director  
Tim Henry, Finance Manager  
Bob Schwent, Technical Services Manager  
Patrick Erickson, Communication and Media Manager  
Cherell Yates, Office Manager  
Jenni Folden, Finance Analyst

Auxiliary Partners / Guests – via Zoom

Lt. Alan Arnzen, SPD  
Laura McAloon, McAloon Law Offices  
Chief Brian Schaeffer, City of Spokane  
Chief Tom Williams, City of Spokane

**2. Consent Agenda**

Howard Johnson motioned to approve the minutes from the June 17, 2021 regular meeting minutes. Brad Richmond seconded. All were in favor. Motion carried.

**3. Action Items**

No action items.

**4. New Business**

a. Q2 Financial Report

Tim Henry stated the second quarter report was included in the Board packet. SREC is on track on the revenue side, actually a little above projected at the moment due to payments received and timing. Expenditures are \$11 million to date, just under budget mostly in capital purchasing; there is some activity happening now and will continue throughout the rest of the year. Tim explained there are no issues or concerns at the close of the second quarter.

b. New Facility

Lori Markham stated the Board approved the 1/10<sup>th</sup> tax priority list back in 2020. Number four on that priority list is a BUC. Lori explained a key part of the Strategic Plan is a new main facility. Lori stated she would like to reword the priority list from BUC to a new facility with the Board's approval. Looking ahead this would allow, as reserves build up and additional 1/10<sup>th</sup> funds are available, for those funds to go towards a new facility that could house the radio shop as well as operations, and allow SREC to co-locate and

operate out of the same location with the potential to grow and move forward in. Lori explained the prioritization list was included in the Board packet for review. Lori stated if the Board agreed she would make those changes and bring for approval at the next Board meeting. The Board supported the change.

## 5. Old Business

### a. SREC Policy 104-1 POL Membership

Lori Markham explained this is the policy the Board saw last month with a couple minor changes. Lori explained at the last Board meeting, the Board agreed the policy should be reviewed by the BoCC before the Board approves it. If there are no additional changes needed Lori will provide a clean copy to Scott Simmons to present to the BoCC for review. The Board had no additional changes.

### b. Tyler CAD Upgrade

Kim Arredondo stated that since Tyler was out last month they were able to capture some good data and send back to New World. Kim explained since that information was sent to New World, SREC has not seen any improvements, but there have been no additional issues. Kim added that Tyler stated the GIS issues would not be resolved as that is the way the system was designed. Though there have been no improvements, they continue to work on the trouble tickets, and there have not been as many going forward as there were prior to their visit.

### c. CopLogic Update

Kim Arredondo stated the program will go live with SPD on July 26<sup>th</sup>. There was not a significant increase in reports with the addition of the Spokane Valley Police Department, but the majority of crime check reports come from the City of Spokane, so there should be a significant increase once SPD is live. Liberty Lake is slotted to go live next followed by Airway Heights.

## 6. Staff Reports

### a. Operations

Kim Arredondo stated a new 911 class starts on August 31<sup>st</sup> with hopefully four new employees. Three 911 trainees will be released to the floor this week and three are still in training with about eight to ten weeks until they will be ready to be released to the floor.

### b. Technical

Bob Schwent commended Joe Sacco for all his great work on GIS and New World. Bob explained the first phase of the microwave upgrade project is complete, which was why there was a planned outage yesterday, which went well overall and can now move forward with the rest of the project. Bob reminded the group of the issues that arose last time the project was started which highlighted the importance and need for the Geo redundant prime site.

Bob stated the radio shop is about three quarters of the way finished with swapping out the portable radios in the jail. Bob explained he is currently working on a bio-directional amplifier policy in preparation for high rise facilities being built within the County. Currently looking at best practices from other jurisdictions to ensure the policy covers the radio system and won't allow anything on the system that would harm it.

There is currently a candidate in the background process for the radio technician position and interviews are being held for the GIS analyst position. Bob explained they are still searching for someone to fill the IT position, but in the meantime John Heglin and Rob Cardon have been doing a great job covering.

Motorola has asked SREC to be a part of a pilot project for a product called Aware. It is a first move towards the cloud and an opportunity to see what will work, and conduct some mitigation with integration with LTE and First Net. It is a one-year pilot project, allowing us to get our feet wet with no risk. Bob will keep the Board updated as he reads through the scope of work.

c. Finance

Tim Henry stated with the close of 2021 and the second quarter, focus remains on the 2022 budget.

d. Human Resources

Jeff Tower stated him and Megan are preparing for negotiations for a successor agreement for 2022 and beyond. There is a meeting scheduled with the Supervisory group next week and the meeting with the base unit will hopefully take place in August.

e. Administration

Lori Markham explained she has been working the last few weeks with the Executive Committee, Finance and Radio teams to outline cost allocations for the 1/10<sup>th</sup> tax and what that pays for today, in preparation for the ILA with the City of Spokane, once the ILA is established. Lori stated SREC has been busy with the finalizing of the Strategic Plan last month and operations is staying busy with the increase in call volume and different experiences as a new agency.

**7. Open/Public Comment**

Brian Schaeffer stated, speaking as a Fire Chief and area coordinator, there was concern in the beginning having two dispatch centers, especially during large events, but there have been no issues. Brian continued it is great to see the teamwork at dispatch and the ability to get large amounts of resources across the region. SREC has taken command of large area coordination and done an excellent job.

**8. Closed Meeting to Discuss Matters with Legal Counsel Related to Potential Litigation**

As allowed by RCW 42.30.110 (1)(i)

No closed meeting.

**Closed Meeting to Discuss Matters Related to Collective Bargaining**

As allowed by RCW 42.30.140 (4)(a)

Moved to closed meeting at 7:53, estimated 10 minutes, will reconvene at 8:03 and extend if needed.

At 8:03 the Board estimated an additional 3 minutes.

At 8:08 the Board estimated an additional 2 minutes.

The regular meeting reconvened at 8:10.

Bryan Collins stated there would be action from the closed meeting regarding the approval of an additional FTE, a Training/QA Assistant. Dave Ellis motioned to approve the additional FTE. Brad Richmond seconded. All were in favor. Motion carried. Scott Simmons stated it is a good planning effort by the team and succession planning, especially looking ahead to seek accreditation, and taking the time to get it done now as the budget can support it.

**9. Adjourn**

The meeting adjourned at 8:11 a.m.

The next Regular Governing Board meeting is scheduled for August 19, 2021 at 7:30 a.m.

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Board Member  
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