

Regular Meeting Minutes  
Spokane Regional Emergency Communications Governing Board  
November 18, 2021

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

Chief Bryan Collins called the meeting to order at 7:31 a.m. The following Board members were in attendance:

Board Members – via Zoom

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

Staff – via Zoom

Lori Markham, Executive Director  
Kim Arredondo, Deputy Director  
Jeff Tower, Human Resources Manager  
Tim Henry, Finance Manager  
Bob Schwent, Technical Services Manager  
Jon Adams, Training Manager  
Patrick Erickson, Communication and Media Manager  
Cherell Yates, Office Manager  
Megan Schneider, HR Analyst  
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 Lonnie Rash, SCFD 8  
Deputy Chief Shawn Arold, Spokane Valley Fire Department  
Todd Mielke, Spokane County Sheriff's Department

**2. Consent Agenda**

Brad Richmond motioned to approve the minutes from the October 21, 2021 regular meeting. Kevin Richey seconded. All were in favor. Motion carried.

**3. Action Items**

a. CCB Remodel

Lori Markham explained SREC has been working with ADCOMM and Evans consoles to remodel the law dispatch area. The current consoles are the original consoles to the building and parts are no longer supported and repair parts no longer available. Additionally, the remodel will collocate SREC fire dispatchers into the same area as SREC law dispatchers while also moving them closer to the 911 room. The project also includes new carpet and adding a temporary wall between SREC dispatch and SPD dispatch to mitigate noise level. Lori stated the quote was included in the Board packet and the project has been planned for and was included in the 2021 budget. Lori asked the Board for approval to move forward with the project. Brad Richmond motioned to approved the project. Kevin Richey seconded. All were in favor. Motion carried.

#### 4. New Business

a. Chair Position

Lori Markham explained the bylaws state there is to be an annual review of the Board Chair and Vice Chair positions. Bryan Collins has been the Chair since the beginning of SREC and will be retiring in March. Lori stated she would like to give the new Chair a couple months learning curve with Bryan before he leaves. Lori asked the Board to start considering who the new Chair and Vice Chair should be so that a vote can be taken at the December Board meeting and the new chair can begin in January. Lori explained having the new Chair start in January will also allow SREC to be on a more consistent schedule for the annual review of the positions. Lori added that Ozzie Knezovich has been the Vice Chair since April 2021. Todd Mielke asked if the policy is an automatic ascension from Vice Chair to Chair. Lori stated that it is not an automatic ascension based on the bylaws.

b. IEFCA Board Position and Alternate

Lori Markham explained the Board position was held by Chief Randy Johnson who has now retired. The IEFCA has appointed Assistant Chief Howard Johnson as their representative on the SREC Governing Board. IEFCA appointed Chief Lonnie Rash as the alternate representative. Lori thanked Randy Johnson for all his hard work and support over the years and welcomed Howard Johnson and Lonnie Rash to the Board.

c. Fairchild Airforce Base

Kim Arredondo stated there was a meeting with FAFB and the representatives from the State E911 office to discuss allowing FAFB to be their own PSAP. Kim explained that SREC being the primary PSAP for Spokane holds a County coordinator position with the State and has the discretion to allow them to be a PSAP or not. FAFB currently triages their own law and fire calls through their security system using a 10-digit number. FAFB being their own PSAP will allow them to be on the State's ESNInet system and receive 911 calls directly based on their geospatial location. FAFB being their own PSAP will alleviate the 911 calls that currently come to SREC and need to be transferred to FAFB. FAFB being their own PSAP will not have an impact on 911 and emergency communications taxes SREC currently receives. SREC will need to sponsor FAFB and will need to apprise the BoCC. Kim asked the Board if there were any concerns or questions before SREC meets with the BoCC to move forward. Lori Markham explained other, larger bases around the state have already been doing this. The Board had no objections with allowing FAFB to be their own PSAP.

#### 5. Old Business

a. CopLogic Update

Kim Arredondo explained Liberty Lake is now live and Airway Heights will be next, possibly in December. Roughly 900 reports were received in October which is a slight decrease, but not unusual as we enter the winter months. The shift in workload has been nice for staff, but they do still need to review and approve the reports that are submitted online.

#### 6. Staff Reports

a. Operations

Kim Arredondo stated a new academy started on November 2 with two new hires and a third new hire with previous dispatch experience will join that academy in a few weeks. Staffing is still critically low in 911 and we are hoping for a larger academy in January. Fire dispatchers who are cross-trained in 911 will begin a hybrid schedule, helping the

staffing in 911 and keeping them current with their proficiency hours. Law dispatchers who are cross-trained will move to hybrid schedules once their trainees are on their own.

b. Technical

Bob Schwent stated the GeoPrime project has been completed and tested. The test went well and the simulcast system now has redundancy. The radio shop is currently working with Cheney Fire to program Bluetooth on the new radios. The radio shop was closed for a few days due to COVID quarantine. Brian Schaeffer thanked the radio shop for their work and stated the Bluetooth capability is going to be very useful.

c. Finance

Tim Henry stated since the budget was approved last month, the finance team is working on the year end close and possible projects being carried into 2022. Additionally, the capital expenditures need to be reconciled with the asset database which will be focused on for the year end.

d. Human Resources

Jeff Tower explained union negotiations are being held with both union groups and will be discussed more during the close session.

e. Administration

Lori Markham explained there is a big advertising push for recruiting. There are ads in the Spokesman Review and Inlander, on many recruiting sites and a billboard campaign is being created.

Lori stated after the last Board meeting she met with ADCOMM on moving forward with the new facility site study. ADCOMM will put together a list of needs and wants for a new center and present to the Board in January for further input.

Lori explained the SREC bylaws state the Board meeting dates/times need to be reviewed annually. Lori asked if there were any concerns with the current date/time or if the Board wanted to see any changes. There were no changes suggested; the meetings will remain on the third Thursday each month at 7:30am.

Lori asked the Board if there were any thoughts on moving to in person meetings at the beginning of the year or if the Board would rather continue Zoom meetings. Howard Johnson stated he would like to resume in person meetings with a Zoom option as the Zoom option has made it easier and more flexible for people to attend the meetings who might otherwise have a conflict. Laura McAloon stated under the Governor's current proclamation the Zoom option is still required. Bryan Collins stated we can reevaluate it as we move into the new year and what the restrictions are at that time. Lori explained SREC is currently looking at options to outfit the Executive Conference room to better facilitate a hybrid meeting format.

**7. Open/Public Comment**

No public comment.

**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 close session at 7:56 am, estimated 20 minutes.

The regular meeting reconvened at 8:17am. No action was taken.

**9. Adjourn**

The meeting adjourned at 8:17 a.m.

The next Regular Governing Board meeting is scheduled for December 16, 2021 at 7:30 a.m.

DocuSigned by:

*Bryan Collins*

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Board Member  
Governing Board

DocuSigned by:

*Aziz Knezovich*

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Board Member  
Governing Board