



Governing Board Regular Meeting

1620 North Rebecca Street
Spokane, Washington 99217
April 18, 2024 at 0800 hours

AGENDA

*****This meeting will be offered in person and online*****

Meeting ID: 881 8066 3611

Passcode: 180186

(253) 215 8782

Any member of the public shall have the right to provide oral comment to the SREC Governing Board during the Open/Public Comment portion of the meeting. Those wishing to speak at that time need to sign up on the sheet posted outside the SREC Executive Conference Room, or in the chat session, once signed in remotely to the meeting. A maximum time not more than three (3) minutes shall be allowed for each speaker.

Agenda items may be added to the agenda or taken out of sequence.

1. **Call to Order**
2. **Consent Agenda**
 - a. Minutes from the March 21, 2024 Regular Meeting
3. **Action Items**
 - a. Radio Microwave Service Agreement Renewal - Dusty Patrick
 - b. Real Time Crime Center Radio Consolettes – Dusty Patrick
4. **New Business**
 - a. Q1 Board Report – Scott Simmons
 - b. BARS Report – Lori Markham
5. **Old Business**
 - a. New Facility Update – Lori Markham
 - b. CAD Update – Brandon Childs
 - c. Cheney Update – Lori Markham
 - d. HB1155 Update – Scott Simmons
6. **Staff Reports**
 - a. Operations – Kim Arredondo
 - i. Operations Report -
<https://infogram.com/1prvymeqr3pq1nugi3de7jxxx5imqq9xlr2?live>
 - b. Technical – Dusty Patrick
 - c. Finance – Tim Henry
 - d. Human Resources – Jeff Tower
 - e. Administration – Lori Markham
7. **Open/Public Comment**
 - a. Speakers sign-in onsite and are allowed 3 minutes each to address the Board
8. **Executive Session**
9. **Adjourn**

Spokane Regional Emergency Communications gets the right resources to the right location with an uncompromising focus on responder and citizen safety.

Regular Meeting Minutes
Spokane Regional Emergency Communications Governing Board
March 21, 2024

1. Call to Order and Roll Call

Chief Brad Richmond called the meeting to order at 8:00 a.m. The following Board members were in attendance:

Board Members

Chief Brad Richmond – Airway Heights Police Department (Vice Chair)
Undersheriff Michael Kittilstved – Spokane County Sheriff's Department
Chief Dave Ellis – Spokane Valley Police Department
Assistant Chief Tom Williams – Spokane Fire Department
Chief Frank Soto, Jr. – Spokane Valley Fire Department
Assistant Chief Howard Johnson – Spokane County Fire District 4
Chief Lonnie Rash – Spokane County Fire District 8
Maggie Yates – City of Spokane

Staff

Lori Markham, Executive Director
Kim Arredondo, Deputy Director
Dusty Patrick, Technical Services Director
Tim Henry, Finance Manager
Heather Thompson, 911 Operations Manager
Brad Kane, Dispatch Operations Manager
Brandon Childs, Technical Projects Manager
Kelly Conley, Communication and Media Manager
Kari Kostelecky, Training Coordinator
Jenni Folden, Finance Analyst
Megan Schneider, HR Analyst
Bradley Dilg, CAD Administrator

Auxiliary Partners/Guests

Nathan Jeffries, SCFD9
Jeff Galloway, WBM
Erik Lamb, Spokane Valley
Eric Olsen, SPD

2. Consent Agenda

Howard Johnson motioned to approve the minutes from the February 15, 2024, regular meeting. Tom Williams seconded. All were in favor. Motion carried.

3. New Business

a. Q4 Board Report

Lori Markham stated the finance committee met last week and reviewed the report. Total revenue collected in 2023 was \$29,202,243, exceeding the budgeted amount by 6% or \$1.63M. This surplus resulted from excess tax revenue and interest offset by one member (Spokane Fire Department) delaying in paying the final user fees. Currently all 2023 user fees have been paid. Intergovernmental revenue from the Emergency Communications sales tax went up roughly \$1M from 2022. SREC was underbudget about 3.5%, mainly in operations. Salary and benefits were under budget by 4%, supplies and services was over budget by 6% and capital outlay was under budget by 12%. The year-to-date summary shows an available fund balance of \$2.5M from being underbudget. Lori added there was a 2023 planned facility contribution of roughly \$1.8M

from the Fire member agencies who last year decided to put the funds toward the new facility rather than see those savings in their user fees.

4. Action Items

a. 2024 Budget Amendment

Lori Markham explained a few issues have come up that requires a budget amendment in order to balance by the end of the year. The recommendation from the finance committee is to apply the savings from last year, but that will be a decision for the Board. One of the items affecting the budget is \$810,000 shared maintenance costs for the CCB (combined communications building). There has not been a signed an ILA (Interlocal Agreement) for the use of this facility for the past couple years. There has been a lot of back and forth regarding space allocation and Lori appreciates Chief Tom William's work on getting it finalized. The cost includes the years 2022, 2023 and proposed for 2024. SREC has budgeted for this over the last couple years and rolled that over but still needs an additional \$810,000.

SREC also recently received the draft agreement from the City of Spokane for shared cost of the Fire CAD system. This agreement indicated the cost for 2022 and 2023 and is being used as an updated estimate for 2024. The current approved budget only includes \$130,000, therefore requires an additional \$80,000 to cover all three years. Now that SFD is a part of SREC, SREC is responsible for the entire Fire CAD system, support and maintenance.

An additional \$450,000 is needed to cover CAD replacement project services. SREC originally budgeted \$2.5M for their portion of Hexagon, there were discussions with the City of Spokane for their portion but they have not agreed to that yet; SREC needs to make up that difference to pay the bill per the signed contract. \$1.5M was allocated from the \$2.5M with the remaining in reserves, but that is for next years costs. Lori would recommend keeping the money in reserves for next year and applying the savings SREC saw from 2023.

SREC recently entered into an agreement with Ednetics for CAD replacement hardware in the amount of \$1,212,000. The current approved Capital Improvement Plan does not include any expenses for this capital expenditures, therefore requires an additional \$1,212,00 in capital expenses. SREC originally anticipated assistance from the City of Spokane but has not received that.

The proposed amendment includes additional resources of \$2,500,000 and recommends the source of these additional funds be identified as a use of some of the 2023 ending fund balance. Brad Richmond explained the finance committee reviewed the suggested changes and recommends moving forward with the amended budget. Michael Kittilstved motioned to approve the 2024 budget amendment. Howard Johnson seconded. All were in favor. Motion carried.

b. Resolution 2024-01 Designation of Reserve Funds

Lori Markham stated this is the formal resolution to move funding according to the budget amendment. Brad Richmond read Resolution 2024-01, designating \$2M to capital facility reserve. Michael Kittilstved motioned to approved Resolution 2024-01. Tom Williams seconded. All were in favor. Motion carried.

c. Priority Dispatch

Dusty Patrick explained this is the annual maintenance agreement from January 1, 2024 – December 31, 2024, for Priority Dispatch software which is the emergency medical software used to triage calls. There are thirty-five seats (consoles) between 911 and Fire dispatch, including the BUC (Backup Center). This is being brought to the Board because it exceeds \$50,000. The licenses that were held with SFD (Spokane Fire Department) have now been merged with SREC. Lonnie Rash motioned to approve the annual maintenance agreement for Priority Dispatch. Michael Kittilstved seconded. All were in favor. Motion carried.

5. Old Business

a. New Facility Update

Lori Markham stated she is working with the County on a lease for the property and starting to put together and reviewing other RFQs (request for quotes) from around the State for the alternative build process. SREC is still waiting on some decisions over the next couple months that will help determine the size and scope of the facility. Maggie Yates asked what the factors are that are being weighed in determining the size and scope. Lori replied they are waiting on decisions from the City of Spokane.

b. CAD Update

Brandon Childs stated the kick-off meeting was this week and the turn out was larger than expected, which was great to see. A finalized schedule should be available the first week of April which will provide a cut over date. It is possible to go-live the Spring of 2025, so will either be Spring of 2025 or Fall of 2025. There are a few work items since the kickoff; begin work on the interfaces. Brandon will reach out to different agencies and those SME's (subject matter experts). The CAD hardware is on site and being prepped for the CAD environment.

Last month there was a demo day for Fire MDC (mobile digital communicator) products. There was a good turn out and once the CAD schedule has been finalized then a time frame for the mobile platform can be determined. Lori Markham thanked Brandon for all his hard work, the turn out for the kickoff and engagement was great to see. Lori added the reason it may be possible to go live in Spring 2025 is because of the great talent of the SREC IT team and Brandon's work as the project manager. Michael Kittilstved added the Sheriff's office is very excited for the new CAD system.

c. Cheney Update

Lori Markham stated her and her team met with the Cheney City Council Public Safety group and will also be presenting next Tuesday to the whole City Council. Cheney Police Department will be joining SREC in the very near future, possibly May 1, 2024.

d. HB1155 Update

No update.

6. Staff Reports

a. Operations

Kim Arredondo explained SREC held its first graduation last week for those employees that have passed through training and are either in probation or recently off probation and gone into cross-training. Moving forward the hope is to hold these twice a year and invites will be sent out.

911 and crime check calls are down 1% which is normal for this time of year. Crime check and online reports are significantly up. The report states December 2023 for the top 15 officer initiated and over all call types, but the numbers are from February 2024.

Kim explained the new report taking process is working well and thanked the Board for allowing SREC to increase its report technician staff to make the new, live reporting process possible. There has been great feedback from the citizens. Surveys are being sent out when a report is taken on customer satisfaction and an understanding of 'do you know what happens after your report is taken', which more often than not is no. SREC will be doing a media push around this. SREC will be reaching out to the LCAB(Law Chief's Advisory Board) group as a lot of that follow up will fall towards the response piece of it. Kim added there will be four new report technicians starting April 1st which will bring the Report Technicians to fully staffed. Kim gave a shout out to the Supervisors, Karen Crawford and the training officers, doing a great job getting them hired, trained and ready to go. The surveys are showing great results, citizens are very satisfied with the process, the time it took, customer service, etc. There will be additional education on the next steps piece.

EMD statistics have evened out as employees have been trained. The numbers dipped a little bit last year because of the large influx of trainees. Vacancy rate is at 5% which is great, though there has been a little bit of a slow down with applicants and those getting through the background process. Kim explained SREC would like to keep the academies going to get to an over staffing point to handle the attrition that is typically seen in the industry. Two Law trainees started in February and are doing very well. Two Fire trainees started in March and should be ready to hit the floor in time for fire season. The vacancies in 911 reflect not only the ten bodies moved from 911 to report technicians, but also moving employees from 911 to fill vacancies in Law and Fire.

Lori Markham stated Law Dispatcher, Janet Hawkins is retiring after over 30 years of service. Her party will be held on April 1st and an invite will be sent out. Lori explained she and the entire SREC staff are very grateful for Janet's service and dedication.

b. Technical

Dusty Patrick stated the Broadlic project was completed on March 11th and provided that report to Scott Simmons with the County. Reprogramming for the Fire services continues and the point of contacts have been good, so coordination has been smooth. This has also been a good opportunity to complete inventory and maintenance as each radio is touched. Dusty reminded the Board that per SREC policy 601-1 any **new** radio purchase requests need to be submitted to Dusty in writing by July 1st for budgeting purposes.

Dusty explained SREC was able to participate in the Regional Resiliency Assessment Program through the Department of Homeland Security and their cybersecurity team. The team was on site and met with Dusty, IT Manager Bryce Leming and Operations Manager Brad Kane. There were eight PSAPs across the State of Washington who volunteered. The team asked questions to determine SREC's resiliency within its software systems, hardware, power, water, wastewater, and any risks to the facility; it was very in depth and a great exercise to participate in. They will provide a report of the results and any recommendations. It was a great opportunity not just for the present facility but planning for the new facility and having a geographically diverse BUC (back up center).

Dusty stated Joe Sacco and the GIS team have been meeting with regional partners to review the evacuation process. Many agencies participated and that engagement and support is appreciated. The team is now working on implementing changes and suggestions and having everything ready for fire season. Dusty reiterated the importance of everyone's engagement on this and the CAD project, it truly makes it a better product for everyone.

Lonnie Rash explained what a great opportunity to have participated in the resiliency assessment program not only for the exercise and feedback but the cost savings alone; hiring a consultant would be a significant expense. Dusty stated it was a great opportunity and unofficially the team that was onsite was very impressed with SREC and its team. One of the items they were impressed with is that SREC has a fully functioning back up center and is the last routing option for the State. There may be funding opportunities available from the State with SREC being the last routing option.

c. Finance

Tim Henry stated work continues on 2023-year end and will bring the draft BARS report to the Board next month and provide the County with the data they need. The team will work on updating the 2024 budget with the approved amendment.

d. Human Resources

Megan Schneider explained they will be having their annual review with WCIA (Washington Cities Insurance Association) on March 27th to go over coverages and compliance. Jeff Tower and Megan are registered to attend the Labor Relations Conference in May which is good timing as it is a contract negotiation year and the labor relations subcommittee will begin meeting next month.

e. Administration

Lori Markham stated her and Kim Arredondo had the opportunity last month to participate in '911 Goes to Washington'. They traveled to DC and were able to meet with other PSAPs around the nation and visit the capitol to visit with Legislatures and their staff. It was good timing as some had just been in the Spokane area in response to the Gray and Oregon Fires and it was a great opportunity to talk about how SREC was impacted and what is needed going forward to provide the best service should something like that happen again. The two main topics in the 911 world are reclassification of telecommunicators. Currently telecommunicators in most places are classified as clerical. A couple years ago Washington State changed telecommunicators to public safety which now allows them to be part of the public safety retirement system. It also gives access to mental health support especially as NextGen 911 gets closer and the possibility of video, 911 call receivers and dispatchers will be impacted even more. The next topic is funding and ensuring that funding is consistent and in place for future staffing and technology. The following week Kim was able to participate in 911 Goes to Olympia and was able to speak with local representatives and staff.

Lori stated the Countywide Fire Commissioners toured SREC last week and it was a good opportunity to meet with them. They have not had the opportunity to meet with SREC since integration so were given a presentation on where SREC started and where it is today. Lori thanked the Chiefs that participated. Lori explained Spokane City Council did sign the SLA at the end of February and there will be further discussion during executive session.

7. Open/Public Comment

No open/public comment.

8. Closed Meeting to Discuss Matters with Legal Counsel Related to Potential Litigation and Financial Risks.

As allowed by RCW 42.30.110 (1)(i), it is not anticipated the Board will take action.

Chair Richmond closed the meeting at 8:39 a.m. and estimated the Board would open the meeting in 20 minutes.

The meeting moved to open session at 9:00 a.m. No action was taken.

9. Adjourn

Adjourned at 9:00 a.m.

The next Regular Governing Board meeting is scheduled for April 18, 2024, at 8:00 a.m.

Board Member
Governing Board

Board Member
Governing Board

DRAFT



SERVICE AGREEMENT

500 W Monroe Street
Chicago, IL. 60661
(888) 325-9336

Quote Number : QUOTE-2472525
Contract Number: USC000126373
Contract Modifier: R01-JAN-24 14:00:07

Date:01/01/2024

Company Name: SPOKANE REGIONAL EMERGENCY COMMUNICATIONS
Attn:
Billing Address: 1620 N REBECCA
City, State, Zip: SPOKANE , WA, 99217
Customer Contact: RANDY LANGFORD
Phone: 509-477-3701

Required P.O. :
PO # :
Customer # :1036355792
Bill to Tag # :
Contract Start Date :01-May-2024
Contract End Date :30-Apr-2026
Payment Cycle :ANNUALLY

Qty	Service Name	Service Description	Extended Amt
	SVC02SVC0001C	MICROWAVE SERVICES	\$185,925.72
		Subtotal - Recurring Services	\$185,925.72
		Subtotal - One-Time Event Services	\$0.00
		Total	\$185,925.72
THIS SERVICE AMOUNT IS SUBJECT TO STATE AND LOCAL TAXING JURISDICTIONS WHERE APPLICABLE, TO BE VERIFIED BY MOTOROLA			

SPECIAL INSTRUCTIONS:

Aviat Microwave Services 2 YRS 2024 & 2025

Total each Year = \$92,962.86

USC000376179 for additional MW services is rolled into this Service Agreement.

I have received Applicable Statements of Work which describe the Services and cybersecurity services provided on this Agreement. Motorola's Terms and Conditions, including the Cybersecurity Online Terms Acknowledgement, are attached hereto and incorporate the Cyber Addendum (available at https://www.motorolasolutions.com/en_us/managed-support-services/cybersecurity.html) by reference. By signing below Customer acknowledges these terms and conditions govern all Services under this Service Agreement.

AUTHORIZED CUSTOMER SIGNATURE

TITLE

DATE

CUSTOMER (PRINT NAME)



SERVICE AGREEMENT

500 W Monroe Street
Chicago, IL. 60661
(888) 325-9336

Quote Number : QUOTE-2472525
Contract Number: USC000126373
Contract Modifier: R01-JAN-24 14:00:07

MOTOROLA REPRESENTATIVE(SIGNATURE)	TITLE	DATE
KEITH COOK	509-467-5852	

MOTOROLA REPRESENTATIVE(PRINT NAME)	PHONE
-------------------------------------	-------

Company Name : SPOKANE REGIONAL EMERGENCY COMMUNICATIONS
Contract Number : USC000126373
Contract Modifier : R01-JAN-24 14:00:07
Contract Start Date : 01-May-2024
Contract End Date : 30-Apr-2026

500 W Monroe Street
Chicago, IL. 60661
(888) 325-9336

Quote Number : QUOTE-2472525
Contract Number: USC000126373
Contract Modifier: R01-JAN-24 14:00:07

Service Terms and Conditions

Motorola Solutions Inc. ("Motorola") and the customer named in this Agreement ("Customer") hereby agree as follows:

Section 1. APPLICABILITY

These Maintenance Service Terms and Conditions apply to service contracts whereby Motorola will provide to Customer either (1) maintenance, support, or other services under a Motorola Service Agreement, or (2) installation services under a Motorola Installation Agreement.

Section 2. DEFINITIONS AND INTERPRETATION

2.1 "Agreement" means these Maintenance Service Terms and Conditions; the cover page for the Service Agreement or the Installation Agreement, as applicable; and any other attachments, all of which are incorporated herein by this reference. In interpreting this Agreement and resolving any ambiguities, these Maintenance Service Terms and Conditions take precedence over any cover page, and the cover page takes precedence over any attachments, unless the cover page or attachment states otherwise.

2.2 "Equipment" means the equipment that is specified in the attachments or is subsequently added to this Agreement.

2.3 "Services" means those installation, maintenance, support, training, and other services described in this Agreement.

Section 3. ACCEPTANCE

Customer accepts these Maintenance Service Terms and Conditions and agrees to pay the prices set forth in the Agreement. This Agreement becomes binding only when accepted in writing by Motorola. The term of this Agreement begins on the "Start Date" indicated in this Agreement.

Section 4. SCOPE OF SERVICES

4.1 Motorola will provide the Services described in this Agreement or in a more detailed statement of work or other document attached to this Agreement. At Customer's request, Motorola may also provide additional services at Motorola's then-applicable rates for the services.

4.2 If Motorola is providing Services for Equipment, Motorola parts or parts of equal quality will be used; the Equipment will be serviced at levels set forth in the manufacturer's product manuals; and routine service procedures that are prescribed by Motorola will be followed.

4.3 If Customer purchases from Motorola additional equipment that becomes part of the same system as the initial Equipment, the additional equipment may be added to this Agreement and will be billed at the applicable rates after the warranty for that additional equipment expires.

4.4 All Equipment must be in good working order on the Start Date or when additional equipment is added to the Agreement. Upon reasonable request by Motorola, Customer will provide a complete serial and model number list of the Equipment. Customer must promptly notify Motorola in writing when any Equipment is lost, damaged, stolen or taken out of service. Customer's obligation to pay Service fees for this Equipment will terminate at the end of the month in which Motorola receives the written notice.

4.5 Customer must specifically identify any Equipment that is labeled intrinsically safe for use in hazardous environments.

4.6 If Equipment cannot, in Motorola's reasonable opinion, be properly or economically serviced for any reason, Motorola may modify the scope of Services related to that Equipment; remove that Equipment from the Agreement; or increase the price to Service that Equipment.

4.7 Customer must promptly notify Motorola of any Equipment failure. Motorola will respond to Customer's notification in a manner consistent with the level of Service purchased as indicated in this.

Section 5. EXCLUDED SERVICES

5.1 Service excludes the repair or replacement of Equipment that has become defective or damaged from use in other than the normal, customary, intended, and authorized manner; use not in compliance with applicable industry standards; excessive wear and tear; or accident, liquids, power surges, neglect, acts of God or other force majeure events.

5.2 Unless specifically included in this Agreement, Service excludes items that are consumed in the normal operation of the Equipment, such as batteries or magnetic tapes.; upgrading or reprogramming Equipment; accessories, belt clips, battery chargers, custom or special products, modified units, or software; and repair or maintenance of any transmission line, antenna, microwave equipment, tower or tower lighting, duplexer, combiner, or multicoupler. Motorola has no obligations for any transmission medium, such as telephone lines, computer networks, the internet or the worldwide web, or for Equipment malfunction caused by the transmission medium.



SERVICE AGREEMENT

500 W Monroe Street
Chicago, IL. 60661
(888) 325-9336

Quote Number : QUOTE-2472525
Contract Number: USC000126373
Contract Modifier: R01-JAN-24 14:00:07

Section 6. TIME AND PLACE OF SERVICE

Service will be provided at the location specified in this Agreement. When Motorola performs service at Customer's location, Customer will provide Motorola, at no charge, a non-hazardous work environment with adequate shelter, heat, light, and power and with full and free access to the Equipment. Waivers of liability from Motorola or its subcontractors will not be imposed as a site access requirement. Customer will provide all information pertaining to the hardware and software elements of any system with which the Equipment is interfacing so that Motorola may perform its Services. Unless otherwise stated in this Agreement, the hours of Service will be 8:30 a.m. to 4:30 p.m., local time, excluding weekends and holidays. Unless otherwise stated in this Agreement, the price for the Services exclude any charges or expenses associated with helicopter or other unusual access requirements; if these charges or expenses are reasonably incurred by Motorola in rendering the Services, Customer agrees to reimburse Motorola for those charges and expenses.

Section 7. CUSTOMER CONTACT

Customer will provide Motorola with designated points of contact (list of names and phone numbers) that will be available twenty-four (24) hours per day, seven (7) days per week, and an escalation procedure to enable Customer's personnel to maintain contact, as needed, with Motorola.

Section 8. INVOICING AND PAYMENT

8.1 Customer affirms that a purchase order or notice to proceed is not required for the duration of this service contract and will appropriate funds each year through the contract end date. Unless alternative payment terms are stated in this Agreement, Motorola will invoice Customer in advance for each payment period. All other charges will be billed monthly, and Customer must pay each invoice in U.S. dollars within twenty (20) days of the invoice date

8.2 Customer will reimburse Motorola for all property taxes, sales and use taxes, excise taxes, and other taxes or assessments that are levied as a result of Services rendered under this Agreement (except income, profit, and franchise taxes of Motorola) by any governmental entity. The Customer will pay all invoices as received from Motorola. At the time of execution of this Agreement, the Customer will provide all necessary reference information to include on invoices for payment in accordance with this Agreement.

8.3 For multi-year service agreements, at the end of the first year of the Agreement and each year thereafter, a CPI percentage change calculation shall be performed using the U.S. Department of Labor, Consumer Price Index, all Items, Unadjusted Urban Areas (CPI-U). Should the annual inflation rate increase greater than 3% during the previous year, Motorola shall have the right to increase all future maintenance prices by the CPI increase amount exceeding 3%. All items, not seasonally adjusted shall be used as the measure of CPI for this price adjustment. Measurement will take place once the annual average for the new year has been posted by the Bureau of Labor Statistics. For purposes of illustration, if in year 5 the CPI reported an increase of 8%, Motorola may increase the Year 6 price by 5% (8%-3% base).

Section 9. WARRANTY

Motorola warrants that its Services under this Agreement will be free of defects in materials and workmanship for a period of ninety (90) days from the date the performance of the Services are completed. In the event of a breach of this warranty, Customer's sole remedy is to require Motorola to re-perform the non-conforming Service or to refund, on a pro-rata basis, the fees paid for the non-conforming Service. MOTOROLA DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Section 10. DEFAULT/TERMINATION

10.1 If either party defaults in the performance of this Agreement, the other party will give to the non-performing party a written and detailed notice of the default. The non-performing party will have thirty (30) days thereafter to provide a written plan to cure the default that is acceptable to the other party and begin implementing the cure plan immediately after plan approval. If the non-performing party fails to provide or implement the cure plan, then the injured party, in addition to any other rights available to it under law, may immediately terminate this Agreement effective upon giving a written notice of termination to the defaulting party.

10.2 Any termination of this Agreement will not relieve either party of obligations previously incurred pursuant to this Agreement, including payments which may be due and owing at the time of termination. All sums owed by Customer to Motorola will become due and payable immediately upon termination of this Agreement. Upon the effective date of termination, Motorola will have no further obligation to provide Services.

10.3 If the Customer terminates this Agreement before the end of the Term, for any reason other than Motorola default, then the Customer will pay to Motorola an early termination fee equal to the discount applied to the last three (3) years of Service payments for the original Term.

Section 11. LIMITATION OF LIABILITY

Except for personal injury or death, Motorola's total liability, whether for breach of contract, warranty, negligence, strict liability in tort, or otherwise, will be limited to the direct damages recoverable under law, but not to exceed the price of twelve (12) months of Service provided under this Agreement.



SERVICE AGREEMENT

500 W Monroe Street
Chicago, IL. 60661
(888) 325-9336

Quote Number : QUOTE-2472525
Contract Number: USC000126373
Contract Modifier: R01-JAN-24 14:00:07

ALTHOUGH THE PARTIES ACKNOWLEDGE THE POSSIBILITY OF SUCH LOSSES OR DAMAGES, THEY AGREE THAT MOTOROLA WILL NOT BE LIABLE FOR ANY COMMERCIAL LOSS; INCONVENIENCE; LOSS OF USE, TIME, DATA, GOOD WILL, REVENUES, PROFITS OR SAVINGS; OR OTHER SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO OR ARISING FROM THIS AGREEMENT OR THE PERFORMANCE OF SERVICES BY MOTOROLA PURSUANT TO THIS AGREEMENT. No action for contract breach or otherwise relating to the transactions contemplated by this Agreement may be brought more than one (1) year after the accrual of the cause of action, except for money due upon an open account. This limitation of liability will survive the expiration or termination of this Agreement and applies notwithstanding any contrary provision.

Section 12. EXCLUSIVE TERMS AND CONDITIONS

12.1 This Agreement supersedes all prior and concurrent agreements and understandings between the parties, whether written or oral, related to the Services, and there are no agreements or representations concerning the subject matter of this Agreement except for those expressed herein. The Agreement may not be amended or modified except by a written agreement signed by authorized representatives of both parties.

12.2 Customer agrees to reference this Agreement on any purchase order issued in furtherance of this Agreement, however, an omission of the reference to this Agreement will not affect its applicability. In no event will either party be bound by any terms contained in a Customer purchase order, acknowledgement, or other writings unless: the purchase order, acknowledgement, or other writing specifically refers to this Agreement; clearly indicate the intention of both parties to override and modify this Agreement; and the purchase order, acknowledgement, or other writing is signed by authorized representatives of both parties.

Section 13. PROPRIETARY INFORMATION; CONFIDENTIALITY; INTELLECTUAL PROPERTY RIGHTS

13.1 Any information or data in the form of specifications, drawings, reprints, technical information or otherwise furnished to Customer under this Agreement will remain Motorola's property, will be deemed proprietary, will be kept confidential, and will be promptly returned at Motorola's request. Customer may not disclose, without Motorola's written permission or as required by law, any confidential information or data to any person, or use confidential information or data for any purpose other than performing its obligations under this Agreement. The obligations set forth in this Section survive the expiration or termination of this Agreement.

13.2 Unless otherwise agreed in writing, no commercial or technical information disclosed in any manner or at any time by Customer to Motorola will be deemed secret or confidential. Motorola will have no obligation to provide Customer with access to its confidential and proprietary information, including cost and pricing data.

13.3 This Agreement does not grant directly or by implication, estoppel, or otherwise, any ownership right or license under any Motorola patent, copyright, trade secret, or other intellectual property, including any intellectual property created as a result of or related to the Equipment sold or Services performed under this Agreement.

Section 14. FCC LICENSES AND OTHER AUTHORIZATIONS

Customer is solely responsible for obtaining licenses or other authorizations required by the Federal Communications Commission or any other federal, state, or local government agency and for complying with all rules and regulations required by governmental agencies. Neither Motorola nor any of its employees is an agent or representative of Customer in any governmental matters.

Section 15. COVENANT NOT TO EMPLOY

During the term of this Agreement and continuing for a period of two (2) years thereafter, Customer will not hire, engage on contract, solicit the employment of, or recommend employment to any third party of any employee of Motorola or its subcontractors without the prior written authorization of Motorola. This provision applies only to those employees of Motorola or its subcontractors who are responsible for rendering services under this Agreement. If this provision is found to be overly broad under applicable law, it will be modified as necessary to conform to applicable law.

Section 16. MATERIALS, TOOLS AND EQUIPMENT

All tools, equipment, dies, gauges, models, drawings or other materials paid for or furnished by Motorola for the purpose of this Agreement will be and remain the sole property of Motorola. Customer will safeguard all such property while it is in Customer's custody or control, be liable for any loss or damage to this property, and return it to Motorola upon request. This property will be held by Customer for Motorola's use without charge and may be removed from Customer's premises by Motorola at any time without restriction.

Section 17. GENERAL TERMS

17.1 If any court renders any portion of this Agreement unenforceable, the remaining terms will continue in full force and effect.

17.2 This Agreement and the rights and duties of the parties will be interpreted in accordance with the laws of the State in which the Services are performed.

17.3 Failure to exercise any right will not operate as a waiver of that right, power, or privilege.



SERVICE AGREEMENT

500 W Monroe Street
Chicago, IL. 60661
(888) 325-9336

Quote Number : QUOTE-2472525
Contract Number: USC000126373
Contract Modifier: R01-JAN-24 14:00:07

17.4 Neither party is liable for delays or lack of performance resulting from any causes that are beyond that party's reasonable control, such as strikes, material shortages, or acts of God.

17.5 Motorola may subcontract any of the work, but subcontracting will not relieve Motorola of its duties under this Agreement.

17.6 Except as provided herein, neither Party may assign this Agreement or any of its rights or obligations hereunder without the prior written consent of the other Party, which consent will not be unreasonably withheld. Any attempted assignment, delegation, or transfer without the necessary consent will be void. Notwithstanding the foregoing, Motorola may assign this Agreement to any of its affiliates or its right to receive payment without the prior consent of Customer. In addition, in the event Motorola separates one or more of its businesses (each a "Separated Business"), whether by way of a sale, establishment of a joint venture, spin-off or otherwise (each a "Separation Event"), Motorola may, without the prior written consent of the other Party and at no additional cost to Motorola, assign this Agreement such that it will continue to benefit the Separated Business and its affiliates (and Motorola and its affiliates, to the extent applicable) following the Separation Event.

17.7 THIS AGREEMENT WILL RENEW, FOR AN ADDITIONAL ONE (1) YEAR TERM, ON EVERY ANNIVERSARY OF THE START DATE UNLESS EITHER THE COVER PAGE SPECIFICALLY STATES A TERMINATION DATE OR ONE PARTY NOTIFIES THE OTHER IN WRITING OF ITS INTENTION TO DISCONTINUE THE AGREEMENT NOT LESS THAN THIRTY (30) DAYS OF THAT ANNIVERSARY DATE. At the anniversary date, Motorola may adjust the price of the Services to reflect its current rates.

17.8 If Motorola provides Services after the termination or expiration of this Agreement, the terms and conditions in effect at the time of the termination or expiration will apply to those Services and Customer agrees to pay for those services on a time and materials basis at Motorola's then effective hourly rates.

17.9 This Agreement may be executed in one or more counterparts, all of which shall be considered part of the Agreement. The parties may execute this Agreement in writing, or by electronic signature, and any such electronic signature shall have the same legal effect as a handwritten signature for the purposes of validity, enforceability and admissibility. In addition, an electronic signature, a true and correct facsimile copy or computer image of this Agreement shall be treated as and shall have the same effect as an original signed copy of this document.

Revised Sept 03, 2022



SERVICE AGREEMENT

500 W Monroe Street
Chicago, IL. 60661
(888) 325-9336

Quote Number : QUOTE-2472525
Contract Number: USC000126373
Contract Modifier: R01-JAN-24 14:00:07

Cybersecurity Online Terms Acknowledgement

This Cybersecurity Online Terms Acknowledgement (this "Acknowledgement") is entered into between Motorola Solutions, Inc. ("Motorola") and the entity set forth in the signature block below ("Customer").

1. Applicability and Self Deletion. This Cybersecurity Online Terms Acknowledgement applies to the extent cybersecurity products and services, including Remote Security Update Service, Security Update Service, and Managed Detection & Response subscription services, are purchased by or otherwise provided to Customer, including through bundled or integrated offerings or otherwise.

NOTE: This Acknowledgement is self deleting if not applicable under this Section 1.

2. Online Terms Acknowledgement. The Parties acknowledge and agree that the terms of the *Cyber Subscription Renewals and Integrations Addendum* available at <http://www.motorolasolutions.com/cyber-renewals-integrations> are incorporated in and form part of the Parties' agreement as it relates to any cybersecurity products or services sold or provided to Customer. By signing the signature block below, Customer certifies that it has read and agrees to the provisions set forth and linked on-line in this Acknowledgement. To the extent Customer is unable to access the above referenced online terms for any reason, Customer may request a paper copy from Motorola. The signatory to this Acknowledgement represents and warrants that he or she has the requisite authority to bind Customer to this Acknowledgement and referenced online terms.

3. Entire Agreement. This Acknowledgement supplements any and all applicable and existing agreements and supersedes any contrary terms as it relates to Customer's purchase of cybersecurity products and services. This Acknowledgement and referenced terms constitute the entire agreement of the parties regarding the subject matter hereof and as set out in the referenced terms, and supersedes all previous agreements, proposals, and understandings, whether written or oral, relating to this subject matter.

4. Execution and Amendments. This Acknowledgement may be executed in multiple counterparts, and will have the same legal force and effect as if the Parties had executed it as a single document. The Parties may sign in writing or by electronic signature. An electronic signature, facsimile copy, or computer image of a signature, will be treated, and will have the same effect as an original signature, and will have the same effect, as an original signed copy of this document. This Acknowledgement may be amended or modified only by a written instrument signed by authorized representatives of both Parties. The Parties hereby enter into this Acknowledgement as of the last signature date below.

Revised Sept 03, 2022

Billing Address:
SPOKANE REGIONAL
EMERGENCY
COMMUNICATIONS
1620 N REBECCA
SPOKANE, WA 99217
US

Shipping Address:
SPOKANE REGIONAL
EMERGENCY
COMMUNICATIONS
1620 N REBECCA
SPOKANE, WA 99217
US

Quote Date:03/20/2024
Expiration Date:06/18/2024
Quote Created By:
Kevin Haight
Sr. Account Manager
kevin.haight@
motorolasolutions.com
208-316-4420

End Customer:
SPOKANE REGIONAL EMERGENCY
COMMUNICATIONS
Gerald London
Gerald.london@srec911.org
509-447-3703

Contract: 19860 - NASPO 00318
Freight Terms:FREIGHT PREPAID
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
MCD 5000 Deskset System						
1	HKVN4865A	LICENSE,CD, MCD 5000 DOCUMENTATION	1	\$0.00	\$0.00	\$0.00
2	FHN7469A	ASSY,P/S,MCD 5000 DESKSET / RGU PWR SPLY W/ USA PWR CORD	8	\$100.00	\$80.00	\$640.00
3	F2380A	SM,MCD 5000 DESKSET	8	\$2,275.00	\$1,820.00	\$14,560.00
4	FKN8690A	ASSY,CBL,MCD 5000 RGU TO ASTRO CNSLT W9 DIR CONNECT	8	\$100.00	\$80.00	\$640.00
5	TDN1112B	ETHERNET CABLE 25' EV CAT5E PCH CB	8	\$33.00	\$33.00	\$264.00
6	RMN5068A	DESKTOP MIC	8	\$129.60	\$94.61	\$756.88
7	RMN5150A	OVER-THE-HEAD, MONAURAL, NOISE-CANCELING HEADSET	8	\$160.92	\$117.47	\$939.76
8	BLN6732B	FOOT, SWITCH TRADITIONAL	8	\$135.00	\$108.00	\$864.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ Consolette					
9	L37TSS9PW1AN	ALL BAND CONSOLETTTE	5	\$9,933.04	\$7,251.12	\$36,255.60
9a	G90AC	ADD: NO MICROPHONE NEEDED APX	5	\$0.00	\$0.00	\$0.00
9b	G851AG	ADD: AES/DES-XL/DES-OFB ENCRYP APX AND ADP	5	\$879.00	\$641.67	\$3,208.35
9c	G996AS	ENH: OVER THE AIR PROVISIONING	5	\$110.00	\$80.30	\$401.50
9d	CA01598AB	ADD: AC LINE CORD US	5	\$0.00	\$0.00	\$0.00
9e	G51AT	ENH:SMARTZONE	5	\$1,650.00	\$1,204.50	\$6,022.50
9f	GA05509AA	DEL: DELETE UHF BAND	5	-\$800.00	-\$584.00	-\$2,920.00
9g	G78AR	ADD: 3Y ESSENTIAL SERVICE	5	\$288.00	\$288.00	\$1,440.00
9h	L999AG	ADD: FULL FP W/E5/KEYPAD/ CLOCK/VU	5	\$868.00	\$633.64	\$3,168.20
9i	G298AS	ENH: ASTRO 25 OTAR W/ MULTIKEY	5	\$814.00	\$594.22	\$2,971.10
9j	G806BL	ENH: ASTRO DIGITAL CAI OP APX	5	\$567.00	\$413.91	\$2,069.55
9k	QA09113AB	ADD: BASELINE RELEASE SW	5	\$0.00	\$0.00	\$0.00
9l	G361AH	ENH: P25 TRUNKING SOFTWARE APX	5	\$330.00	\$240.90	\$1,204.50
10	HKN6233C	APX CONSOLETTTE RACK MOUNT KIT	5	\$200.00	\$146.00	\$730.00
Subtotal						\$73,215.94
Estimated Tax						\$6,589.43
Grand Total					\$79,805.37(USD)	

Notes:

- THIS QUOTE DOES NOT INCLUDE PROGRAMMING OR INSTALLATION SERVICES.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

SUBSCRIBER RADIO SHIPPING LEAD TIMES ARE CURRENTLY RUNNING APPROXIMATELY 20 TO 26 WEEKS.

To avoid order processing delays, please ensure your purchase order (PO) includes all of the applicable items listed below:

1. **Marked as PO, or Contract, or Notice to Proceed on Company Letterhead (PO will not be processed without this)**
2. **PO Number or Contract Number**
3. **PO Date**
4. **Vendor = Motorola Solutions, Inc.**
5. **Payment (Billing) Terms or State Contract Number (i.e -- Net 30 or NASPO #00318)**
6. **Bill-To Name on PO must be equal to the Legal Bill-To Name**
7. **Bill-To Address**
8. **Ship-To Address (If we are shipping to a MR location, it must be documented on PO)**
9. **Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)**
10. **PO Amount must be equal to or greater than Order Total**
11. **Non-Editable Format (Word / Excel templates cannot be accepted)**
12. **Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept**
13. **Ship To Contact Name & Phone #**
14. **Tax Exemption Status**
15. **Signatures (As required)**



**SREC Financial Sub-committee
Preliminary Annual Report to the Board
1st Quarter 2024**



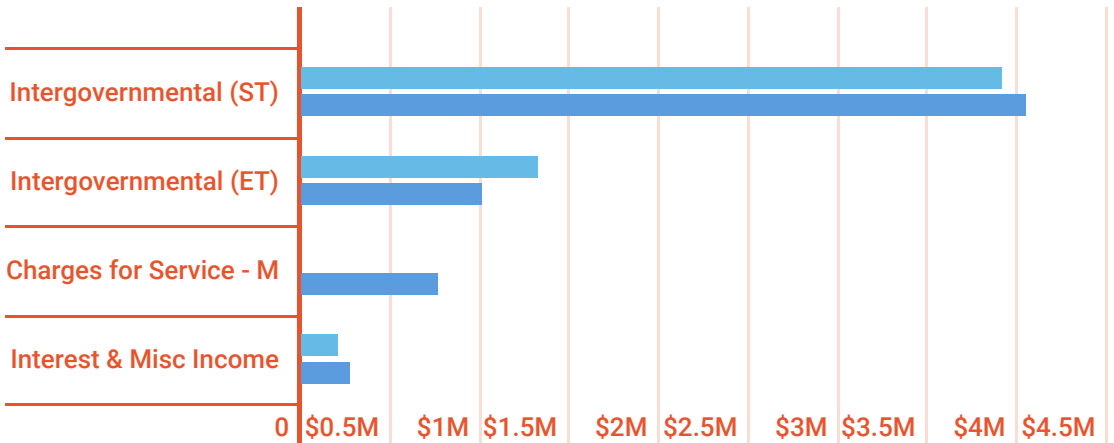
SPOKANE REGIONAL
EMERGENCY
COMMUNICATIONS

Financial Sub-committee

Chief Cody Rohrbach - Spokane County Fire District 3 (Chair)
Chief Brad Richmond - Airway Heights Police Department (Vice-chair)
Scott Simmons - Spokane County CEO (Executive Committee)
Lori Markham - Executive Director
Tessa Sheldon - Spokane County, Sr. Management & Budget Analyst (Designee)
Matt Boston - City of Spokane Finance Director

Overview--Revenue

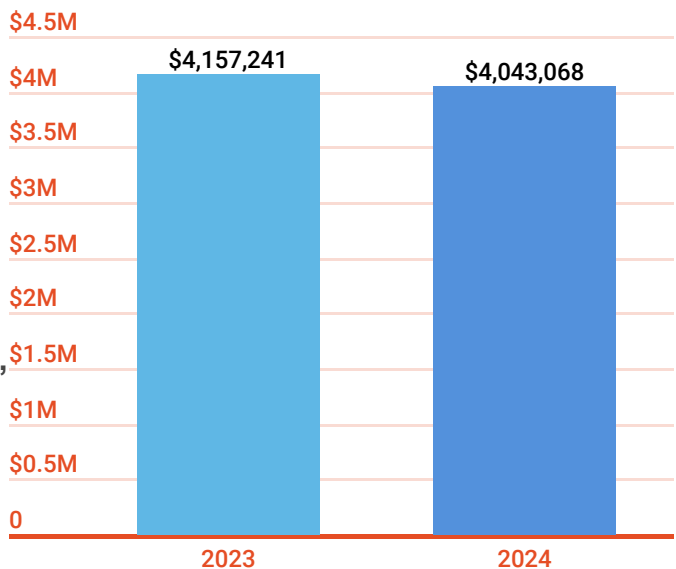
Total revenue collected in the first quarter of 2024 was \$6,073,097, exceeding the budgeted amount by 12% or \$634K. This surplus resulted from SCIP income exceeding the budget by 31% or \$59K and City of Spokane payments for 2023 and Q1 2024 member services totaling \$755K offset by Excise Tax coming in under budget by 24% (\$312,424).



● Budget ● Actual

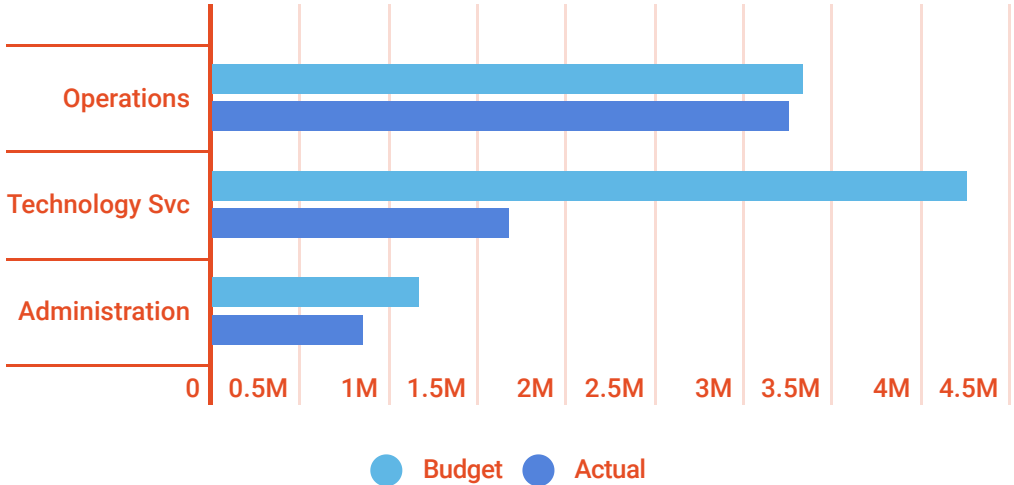
Intergovernmental Revenue from the Emergency Communications Sales Tax year over year comparison.

The total collected in 2024 is 3% below the same period last year, down significantly from the 2023 year over year collections positive variance of 13%.

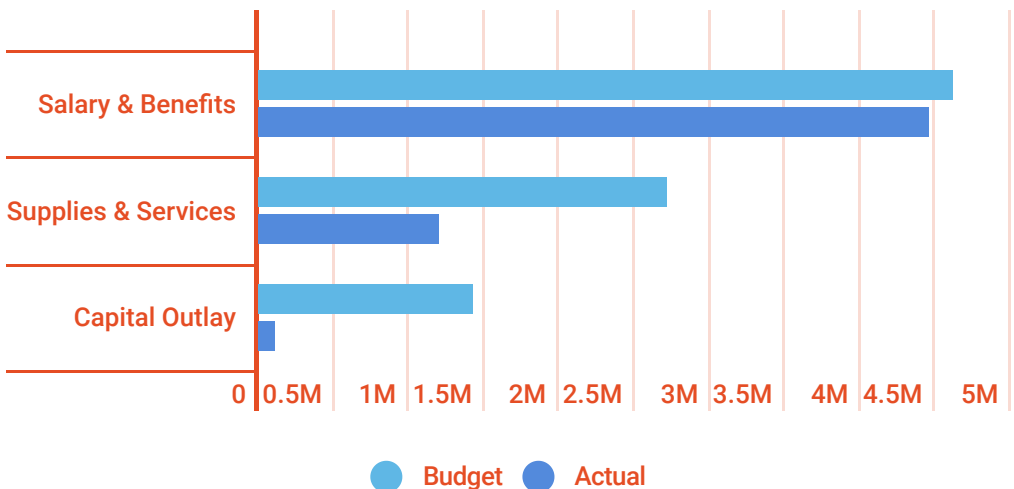


Overview--Expenses

Q1 2024 expenses total \$5,761,262 under the budgeted amount by 34%.



Q1 2024 expenses by type: Salary & Benefits under budget by 3%, Supplies and Services under budget by 56%, and Capital Outlay under budget by 92%.



YTD Summary Report



Spokane Regional Emergency Communications

Budget Report

Group Summary

For Fiscal: 2024 Period Ending: 03/31/2024

	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue				
3300600 - Intergovernmental Revenue (ST)	15,645,703	4,043,068	(11,602,635)	-74.16%
3300800 - Intergovernmental Revenue (ET)	5,287,000	1,009,326	(4,277,674)	-80.91%
3425000 - Charges for Services Member Agency	8,088,202	755,034	(7,333,168)	-90.67%
3610000 - Interest Earnings	750,000	246,150	(503,850)	-67.18%
3670000 - Miscellaneous Revenue	75,000	19,519	(55,481)	-73.97%
Revenue Total:	29,845,905	6,073,097	(23,772,808)	-79.65%
Expense				
10 - Salaries and Wages	12,170,600	3,223,735	8,946,865	73.51%
20 - Personnel Benefits	5,354,089	1,233,494	4,120,595	76.96%
30 - Supplies	551,281	70,125	481,156	87.28%
40 - Services	9,211,531	1,120,920	8,090,611	87.83%
60 - Capital Outlays	2,038,000	112,988	1,925,012	94.46%
Expense Total:	29,325,501	5,761,262	23,564,239	80.35%
Report Surplus (Deficit):	520,404	311,835	(208,569)	-40.08%

Intergovernmental Revenue (ST) represents the 1/10th of 1% Sales Tax for Emergency Communications

Intergovernmental Revenue (ET) represents the Enhanced 911 Excise Tax

Charges for Services Member Agency represents the Agency Dispatch User fees

**Spokane Regional Emergency Communications
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2023**

		<u>001 General</u>
Beginning Cash and Investments		
308	Beginning Cash and Investments	27,419,711
388 / 588	Net Adjustments	-
Revenues		
310	Taxes	-
320	Licenses and Permits	-
330	Intergovernmental Revenues	21,004,530
340	Charges for Goods and Services	7,319,186
350	Fines and Penalties	-
360	Miscellaneous Revenues	878,528
Total Revenues:		<u>29,202,244</u>
Expenditures		
510	General Government	-
520	Public Safety	20,292,887
530	Utilities	-
540	Transportation	-
550	Natural/Economic Environment	-
560	Social Services	-
570	Culture and Recreation	-
Total Expenditures:		<u>20,292,887</u>
Excess (Deficiency) Revenues over Expenditures:		8,909,357
Other Increases in Fund Resources		
391-393, 596	Debt Proceeds	-
397	Transfers-In	-
385	Special or Extraordinary Items	-
381, 382, 389, 395, 398	Other Resources	-
Total Other Increases in Fund Resources:		<u>-</u>
Other Decreases in Fund Resources		
594-595	Capital Expenditures	2,604,431
591-593, 599	Debt Service	7,247
597	Transfers-Out	-
585	Special or Extraordinary Items	-
581, 582, 589	Other Uses	-
Total Other Decreases in Fund Resources:		<u>2,611,678</u>
Increase (Decrease) in Cash and Investments:		<u>6,297,679</u>
Ending Cash and Investments		
50821	Nonspendable	-
50831	Restricted	-
50841	Committed	20,000,000
50851	Assigned	2,500,000
50891	Unassigned	11,217,390
Total Ending Cash and Investments		<u>33,717,390</u>

The accompanying notes are an integral part of this statement.

**Spokane Regional Emergency Communications
Public Authority
Notes to the Financial Statements
For the Year Ending December 31, 2023**

Note 1 – Summary of Significant Accounting Policies

Spokane Regional Emergency Communications Public Authority (“SREC911” or the “Authority”) began providing services on July 1, 2019 and operates under the laws of the state of Washington applicable to a Public Development Authority. The Authority is a special purpose local government and provides Enhanced 911 operations and emergency dispatch services to local governments and citizens in Spokane County, Washington.

SREC is a component unit of Spokane County (the County), Washington, the primary government. SREC is fiscally dependent on the County as approval is required for debt issuance, and repayment of liabilities without County funding would be repaid almost entirely by the primary government. Therefore, financial statements are presented blended in the Spokane County annual financial report. The County’s financial statements can be obtained from the Spokane County, Financial & Management Services, 1116 W. Broadway Avenue, Spokane, WA 99260.

The Authority reports financial activity in accordance with the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor’s Office under the authority of Washington State law, Chapter 43.09 RCW. This manual prescribes a financial reporting framework that differs from Generally Accepted Accounting Principles (GAAP) in the following manner:

- Financial transactions are recognized on a cash basis of accounting as described below.
- Component units are required to be disclosed but are not included in the financial statements (see **note** to the financial statements).
- Government-wide statements, as defined in GAAP, are not presented.
- All funds are presented, rather than a focus on major funds.
- The *Schedule of Liabilities* is required to be presented with the financial statements as supplementary information.
- Supplementary information required by GAAP is not presented.
- Ending balances are presented using classifications that are different from the ending net position classifications in GAAP.

A. Fund Accounting

Financial transactions of the government are reported in individual funds. Each fund uses a separate set of self-balancing accounts that comprises its cash and investments, revenues and expenditures. The government's resources are allocated to and accounted for in individual funds depending on their intended purpose. The following fund types are used:

Governmental Fund Types:

General Fund

This fund is the primary operating fund of the government. It accounts for all financial resources except those required or elected to be accounted for in another fund.

B. Basis of Accounting and Measurement Focus

Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received, and expenditures are recognized when paid.

In accordance with state law the Authority also recognizes expenditures paid during twenty days after the close of the fiscal year for claims incurred during the previous period.

C. Cash and Investments

See Note 4 – *Deposits and Investments*.

D. Capital Assets

Capital assets are assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of three years. Capital assets and inventory are recorded as capital expenditures when purchased.

E. Compensated Absences

Paid Time Off (PTO) may be accumulated up to 576 hours and is payable upon separation or retirement. Any PTO hour accumulated above this number are put into a Catastrophic Account. The Catastrophic Account can only be used after an employee has covered the first 24 hours of leave from the PTO or Personal Holiday. The account can grow a maximum of 800 hours. The account will only be paid out upon retirement under the following conditions:

- The employee is 55 years old or older.
- The employee has worked for SREC or in the building for at least 15 years.
- If the employee meets those conditions, then 25% of the hours in their Catastrophic Account will be paid in a VEBA account upon separation.

Payments are recognized as expenditures when paid. The estimated cost of unpaid annual leave accrued through 2023 was \$1,221,430.28.

F. Restricted and Committed Portion of Ending Cash and Investments

Beginning and Ending Cash and Investments are reported as restricted or committed when it is subject to restrictions on use imposed by external parties or due to internal commitments established by The Board. When expenditures that meet restrictions are incurred, the Authority intends to use the most restricted resources first.

Commitments of Ending Cash and Investments consist of \$21,000,000 for the specific purpose of facility replacement.

Note 2 – Deposits and Investments

Investments are reported at fair value. Deposits and investments by type on December 31, 2023 are as follows:

A. Deposits

- a. Cash on hand, held by the Spokane County Treasurer, on December 31, 2023 was \$34,632,612.

Investments

The Authority is a voluntary participant in the Spokane County Investment Pool, an external investment pool operated by the County Treasurer. The pool is not rated or registered with the SEC, rather oversight is provided by the County Finance Committee in accordance with RCW 36.48.070. The Authority reports its investment in the pool at fair value, which is the same as the value of the pool per share. The pool does not impose liquidity fees or redemption gates on participant withdrawals.

Investment in Spokane County Investment Pool

In accordance with State law, the district's governing body has a formal interlocal agreement with the district's *ex officio* treasurer, Spokane County, to have all its funds not required for immediate expenditure to be invested in the Spokane County Investment Pool (SCIP):

As of December 31, 2023, the district had the following investments:

<u>Investment Type</u>	<u>Fair Value</u>
Spokane County Investment Pool	\$34,016,151

Interest Rate Risk. As of December 31, 2023, the Pool's effective duration was 1.34 years. As a means of limiting its exposure to rising interest rates, securities purchased in the Pool must have a weighted average maturity, no longer than two and one-half years. The weighted-average maturity of SCIP on 12/31/23 was 1.4 years. While the Pool's market value is calculated monthly, unrealized gains and losses are not distributed to participants. The Pool distributes earnings monthly using an amortized cost methodology.

Credit Risk. As of December 31, 2023, the district's investment in the Pool was not rated by a nationally-recognized statistical rating organization (NRSRO). In compliance with state statutes, the SCIP Investment Policy authorizes investments in U.S. Treasury securities, U.S. agency securities, supranational institution obligations, municipal securities, certificates of deposits or bank deposits of qualified public depositaries, repurchase agreements, corporate notes, commercial paper, Direct District Notes and the Local Government Investment Pool managed by the Washington State Treasurer's office.

It is the Authority's policy to invest all temporary cash surpluses.

Note 3 – Related Parties

SREC is a component unit of Spokane County (the County), Washington, the primary government. The Authority is a special purpose local government and provides Enhanced 911 operations and emergency dispatch services to local governments and citizens in Spokane County, Washington. Employees of SREC participate in the Spokane Employees' Retirement System (SERS), a single employer defined benefit pension plan covering employees of the City of Spokane, administered in accordance with Chapters 3.05 and 4.14 of the Spokane Municipal Code (SMC).

In 2023 SREC received \$21,004,530 from the County in Intergovernmental revenue for Enhanced 911 operations and emergency dispatch services. SREC paid the County \$810,894 for Information Technology Support services and \$6,557 for banking fees.

In 2023 SREC received \$7,319,186 from local agencies for emergency dispatch services:

Related Parties	Paid in 2023
Airway Heights Fire District	(130,545.06)
Cheney Fire District	(91,143.65)
Spokane County Fire District 10	(50,057.14)
Spokane County Fire District 11	(6,244.76)
Spokane County Fire District 12	(1,685.10)
Spokane County Fire District 13	(6,443.00)
Spokane County Fire District 2	(11,520.90)
Spokane County Fire District 3	(140,953.00)
Spokane County Fire District 4	(203,004.02)
Spokane County Fire District 5	(8,638.88)
Spokane County Fire District 8	(105,516.50)
Spokane County Fire District 9	(273,331.84)
Spokane County Law Users Fees	(3,208,390.00)
Spokane Valley Fire District	(1,116,076.08)
Spokane, City of	(1,965,636.01)

In 2023 SREC paid local agencies \$17,771 for shared building and maintenance at the Back-up Center.

In 2023 SREC paid the City of Spokane \$124,094 for SERS contributions, \$420 for LPG permits, and \$21,949 for CAD licensing.

Note 4 – Pension Plans

A. State Sponsored Pension Plans

Substantially all the Authority's full-time and qualifying part-time employees participate in the following statewide retirement systems administered by the Washington State Department of Retirement Systems (DRS), under cost-sharing, multiple-employer public employee defined benefit and defined contribution retirement plans Public Employees Retirement System 2 and 3.

The State Legislature establishes, and amends, laws pertaining to the creation and administration of all public retirement systems.

The Department of Retirement Systems, a department within the primary government of the State of Washington, issues a publicly available Annual Comprehensive Financial Report (ACFR) that includes financial statements and required supplementary information for each plan. The DRS ACFR may be obtained by writing to:

Department of Retirement Systems
Communications Unit
P.O. Box 48380
Olympia, WA 98540-8380

Also, the DRS ACFR may be downloaded from the DRS website at www.drs.wa.gov.

At June 30, 2023 (*the measurement date of the plans*), the Authority’s proportionate share of the collective net pension liabilities, as reported on the Schedule of Liabilities, was as follows:

Plan	Employer Contributions	Allocation %	Liability (Asset)
PERS 1	\$ 325,830	0.047815%	1,091,488
PERS 2/3	\$ 542,178	0.061666%	(2,527,494)

B. Local Government Pension Plans

Plan Description

Employees of SREC participate in the Spokane Employees’ Retirement System (SERS), a single employer defined benefit pension plan covering employees of the City of Spokane, administered in accordance with Chapters 3.05 and 4.14 of the Spokane Municipal Code (SMC).

Management of SERS is vested in the SERS Board, which consists of seven members—three members are elected by active employee plan members, three members are appointed by the Spokane City Council, and one member (who may not be an elected official or employee of the city) is appointed by the other six Board members.

SERS, a fiduciary fund of the City of Spokane (City), issues a publicly available annual comprehensive financial report (ACFR) that includes financial statements and required supplementary information for the plan. The SERS Annual Comprehensive Financial Report may be obtained by writing to:

Spokane Employees' Retirement System
808 W. Spokane Falls Boulevard, Suite 604
Spokane, WA 99201-3324

Or the SERS Annual Comprehensive Financial Report may be downloaded from the City's website at <http://www.spokanesers.org>.

At the end of fiscal year 2023, SREC had 10 employees participating in the SERS plan, the 2023 contribution rate was 10.25%. During 2023, SREC911 contributed \$124,094 to the SERS plan. At December 31, 2022 (the measurement date of the plan) SREC's portion of the 2023 Net Pension Liability is as follows:

Plan	Employer Contributions	Allocation %	Liability (Asset)
SERS	\$ 118,683	1.025651%	1,593,208

Note 5 – Risk Management

SREC911 is a member of the Washington Cities Insurance Authority (WCIA). Utilizing Chapter 48.62 RCW (self-insurance regulation) and Chapter 39.34 RCW (Interlocal Cooperation Act), nine cities originally formed WCIA on January 1, 1981. WCIA was created for the purpose of providing a pooling mechanism for jointly purchasing insurance, jointly self-insuring, and / or jointly contracting for risk management services. WCIA has a total of 166 members.

New members initially contract for a three-year term, and thereafter automatically renew on an annual basis. A one-year withdrawal notice is required before membership can be terminated. Termination does not relieve a former member from its unresolved loss history incurred during membership.

Liability coverage is written on an occurrence basis, without deductibles [1]. Coverage includes general, automobile, police, errors or omissions, stop gap, employment practices, prior wrongful acts, and employee benefits liability. Limits are \$4 million per occurrence in the self-insured layer, and \$20 million in limits above the self-insured layer is provided by reinsurance. Total limits are \$20 million per occurrence subject to aggregates and sublimits. The Board of Directors determines the limits and terms of coverage annually.

All Members are provided a separate cyber risk policy and premises pollution liability coverage group purchased by WCIA. The cyber risk policy provides coverage and separate limits for security & privacy, event management, and cyber extortion, with limits up to \$1 million and subject to member deductibles, sublimits, and a \$5 million pool aggregate. Premises pollution liability provides Members with a \$2 million incident limit and \$10 million pool aggregate subject to a \$100,000 per incident Member deductible.

Insurance for property, automobile physical damage, fidelity, inland marine, and equipment breakdown coverage are purchased on a group basis. Various deductibles apply by type of coverage. Property coverage is self-funded from the members' deductible to \$750,000, for all perils other than flood and earthquake, and insured above that to \$400 million per occurrence subject to aggregates and sublimits.

In-house services include risk management consultation, loss control field services, and claims and litigation administration. WCIA contracts for certain claims investigations, consultants for personnel and land use issues, insurance brokerage, actuarial, and lobbyist services.

WCIA is fully funded by its members, who make annual assessments on a prospectively rated basis, as determined by an outside, independent actuary. The assessment covers loss, loss adjustment, reinsurance and other

administrative expenses. As outlined in the interlocal, WCIA retains the right to additionally assess the membership for any funding shortfall.

An investment committee, using investment brokers, produces additional revenue by investment of WCIA's assets in financial instruments which comply with all State guidelines.

A Board of Directors governs WCIA, which is comprised of one designated representative from each member. The Board elects an Executive Committee and appoints a Treasurer to provide general policy direction for the organization. The WCIA Executive Director reports to the Executive Committee and is responsible for conducting the day-to-day operations of WCIA.

Note 6 – Subscription Based Information Technology Arrangements (SBITA)

During the year ended 12/31/2023, SREC911 adopted guidance for the presentation and disclosure of Subscription Based Information Technology Arrangements (SBITA), as required by the BARS manual. This requirement resulted in the addition of a subscription liability reported on the Schedule of Liabilities.

SREC911 makes subscription payments of \$6,648 per year for Ednetics Umbrella security software. The SBITA contract is for 3 years with no stated option to extend.

The total amount paid for SBITAs in the current reporting period and future SBITA payments for each of the five subsequent years and in five-year increments thereafter.

The total amount paid for SBITAs in 2023 was \$6,648. As of December 31, 2023, the future SBITA payments are as follows:

SBITA Software (pre-tax)	Year Ended 12/31/2023	Future Total
Ednetics Umbrella	\$6,648	\$13,297

Note 7 – Subsequent Event

Spokane Regional Emergency Communications

Schedule 01

For the year ended December 31, 2023

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
3213	001	General	3083100	Restricted Cash and Investments - Beginning	\$0
3213	001	General	3084100	Committed Cash and Investments - Beginning	\$18,000,000
3213	001	General	3085100	Assigned Cash and Investments - Beginning	\$2,500,000
3213	001	General	3089100	Unassigned Cash and Investments - Beginning	\$6,919,711
3213	001	General	3370000	Local Grants, Entitlements, Tribal Government Distributions, and Other Payments	\$21,004,530
3213	001	General	3428000	Dispatch Services	\$7,319,186
3213	001	General	3611000	Investment Earnings	\$815,558
3213	001	General	3699100	Miscellaneous Other Operating	\$62,970
3213	001	General	5280010	Dispatch Services	\$11,496,588
3213	001	General	5280020	Dispatch Services	\$4,388,994
3213	001	General	5280030	Dispatch Services	\$466,005
3213	001	General	5280040	Dispatch Services	\$3,941,300
3213	001	General	5083100	Restricted Cash and Investments - Ending	\$0
3213	001	General	5084100	Committed Cash and Investments - Ending	\$20,000,000
3213	001	General	5085100	Assigned Cash and Investments - Ending	\$2,500,000
3213	001	General	5089100	Unassigned Cash and Investments - Ending	\$11,217,390
3213	001	General	5912870	Debt Repayment - Dispatch Services	\$7,247
3213	001	General	5942860	Capital Expenditures/Expenses - Dispatch Services	\$2,604,431

**Spokane Regional Emergency Communications
Schedule of Liabilities
For the Year Ended December 31, 2023**

ID. No.	Description	Due Date	Beginning Balance	Additions	Reductions	Ending Balance
General Obligation Debt/Liabilities						
263.56	Ednetics One Umbrella	1/31/2026	-	19,945	6,648	13,297
	Total General Obligation Debt/Liabilities:		-	19,945	6,648	13,297
Revenue and Other (non G.O.) Debt/Liabilities						
259.12	Compensated Absences		1,059,408	162,022	-	1,221,430
264.30	PERS Net Pension Liability		1,338,000	-	246,512	1,091,488
264.30	Spokane Employees' Retirement System Liability		1,593,208	-	-	1,593,208
	Total Revenue and Other (non G.O.) Debt/Liabilities:		3,990,616	162,022	246,512	3,906,126
	Total Liabilities:		3,990,616	181,967	253,160	3,919,423

Spokane Regional Emergency Communications

(County/City/District)

**Local Government Risk Assumption
For the Year Ended December 31, 2023**

1. Self-Insurance Program Manager: Washington State Employment Security Department
2. Manager Phone: (360) 902-9450
3. Manager Email: UIFTSupport@esd.wa.gov
4. How do you insure property and liability risks, if at all?
 - a. Formal self-insurance program for some or all perils/risks
 - b. Belong to a public entity risk pool
 - c. Purchase private insurance
 - d. Retain risk internally without a self-insurance program (i.e., risk assumption)
5. How do you provide health and welfare insurance (e.g., medical, dental, prescription drug, and/or vision benefits) to employees, if at all?
 - a. Self-insure some or all benefits
 - b. Belong to a public entity risk pool
 - c. All benefits provided by health insurance company or HMO
 - d. Not applicable – no such benefits offered
6. How do you insure unemployment compensation benefits, if any?
 - a. Self-insured (“Reimbursable”)
 - b. Belong to a public entity risk pool
 - c. Pay taxes to the Department of Employment Security (“Taxable”)
 - d. Not applicable – no employees
7. How do you insure workers compensation benefits, if any?
 - a. Self-insured (“Reimbursable”)
 - b. Belong to a public entity risk pool
 - c. Pay premiums to the Department of Labor and Industries
 - d. Not applicable – no employees
8. How do you participate in the Washington Paid Family & Medical Leave Program?
 - a. Self-insured (“Voluntary Plan”) for one or both program benefits
 - b. Pay premiums to the State’s program for both benefits
 - c. Not Applicable – No Employees

If the local government DID NOT answer (a) to any of the above questions, then there is no need to complete the rest of this schedule.

If the local government answered (a) to any of the above questions, then answer the rest of the form in relation to the government's self-insured risks and copy the table below as needed.

	<u>Please list the title of the self-insurance program or type of risk covered by self-insurance:</u>				
	<i>Program/Risk 1</i>	<i>Program/Risk 2</i>	<i>Program/Risk 3</i>	<i>Program/Risk 4</i>	<i>Program/Risk 5</i>
Self-Insurance as a <i>formal</i> program?	No				
If yes, do other governments participate?					
If yes, please list participating governments.					
Self-Insure as part of a joint program?	No				
Does a Third-Party Administer manage claims?	No				
If no, does an employee or official reconcile claims payments to the information in the claims management software or other records of approved claims? (Not applicable for self-insured unemployment compensation.)	N/A				
Has program had a claims audit in last three years?	No				
Are program resources sufficient to cover expenses?	N/A				
Does an actuary estimate program liability?	No				
Number of claims paid during the period?	3				
Total amount of paid claims during the period?	\$11,005.26				
Total amount of recoveries during the period?	0				

Provide any other information necessary to explain answers to the Schedule 21 questions above.

Spokane Regional Emergency Communications

Schedule 21 Questions 1-6 (unaudited)

For Fiscal Year Ended: 2023

Property and Liability Insurance	Health and Welfare Insurance	Unemployment Compensation Obligations	Workers Compensation Obligations	Other Risks or Obligations
Belong to a public entity risk pool	All benefits are provided by a health insurance company or HMO	"Reimbursable" status	Pay premiums to the Department of Labor and Industries	

Washington PFML Program	Entity	Government Type
Pay premiums to the State's program for both benefits	Spokane Regional Emergency Communications	Public Development Authority

Operations Report



April
2024

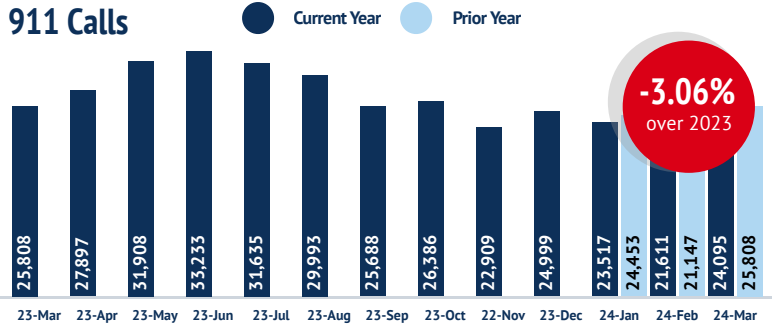
Board Meeting: April 18, 2024



SPOKANE REGIONAL
EMERGENCY
COMMUNICATIONS

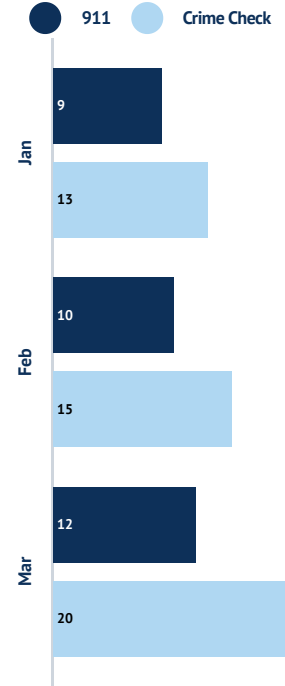
Call & Report Statistics

911 Calls



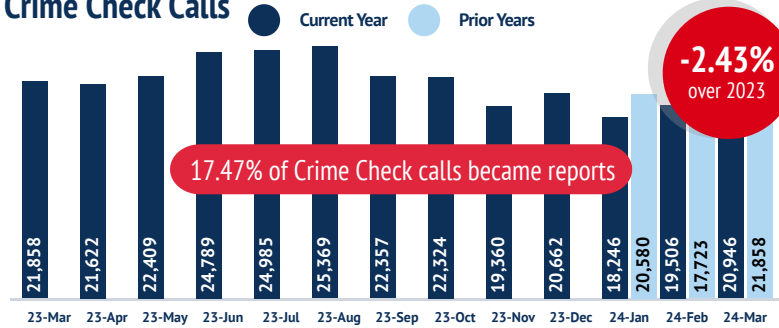
Average Hold Time

in seconds



*June 2023 call totals adjusted according to average calls per day given 9 days at BUC.

Crime Check Calls



YTD Totals



127,921

Total Calls
(0.76% increase)



10,252

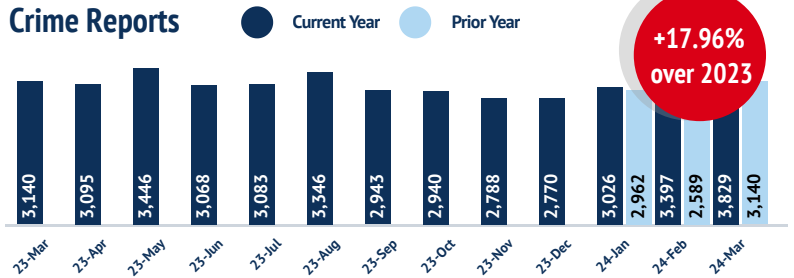
Total Crime
Check
Reports



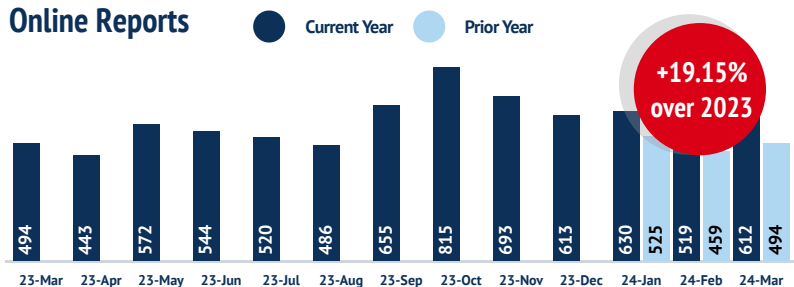
1,761

Total
Online Reports

Crime Reports

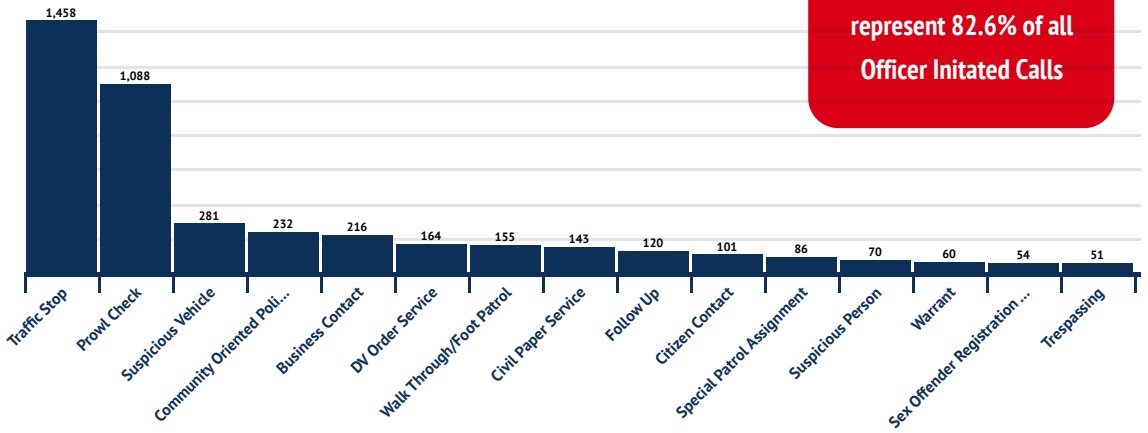


Online Reports



Top 15 Officer Initiated Call Types

March 2024

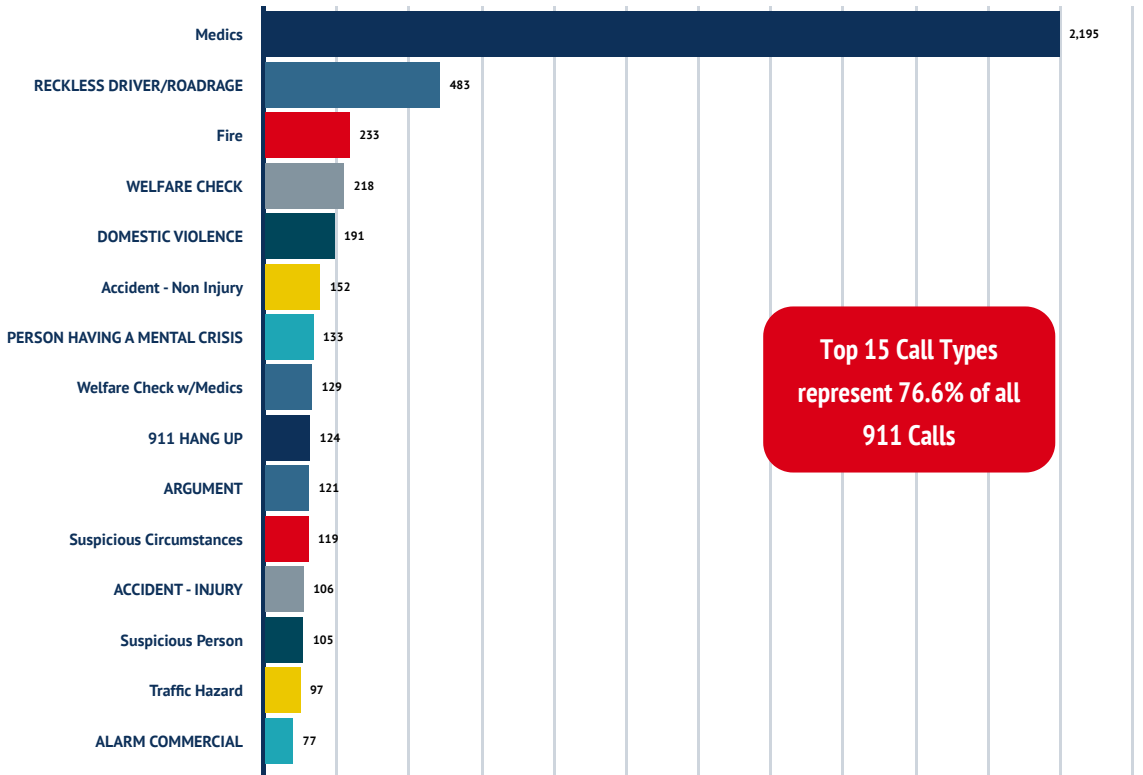


Top 15 Call Types represent 82.6% of all Officer Initiated Calls

Reminder: Member Law Enforcement agencies can set up meetings with SREC staff to develop personalized electronic dashboards.

Top Overall 15 Call Types

March 2024



Top 15 Call Types represent 76.6% of all 911 Calls

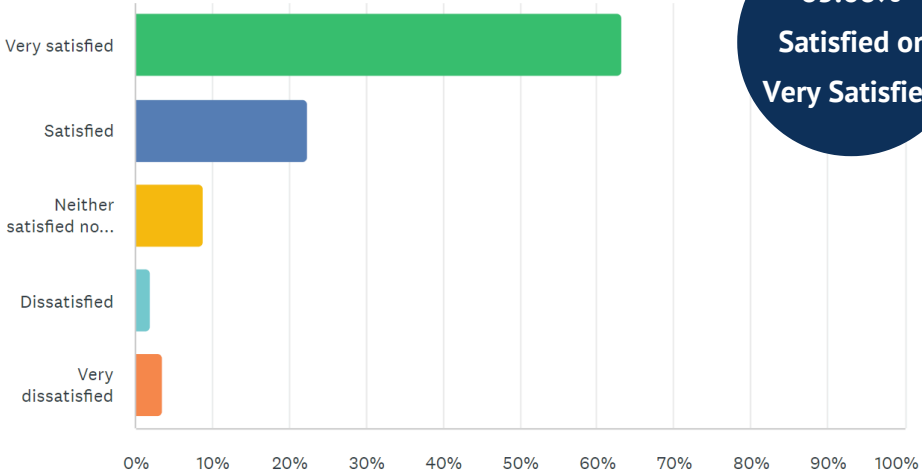
Crime Check Survey Results

As of April 11, 2024

How satisfied were you with the time it took to answer your call?



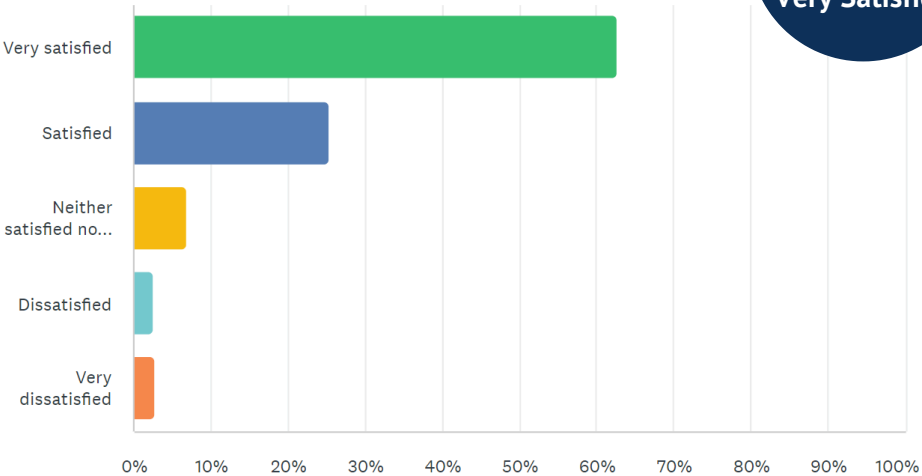
Answered: 747 Skipped: 0



85.68%
Satisfied or
Very Satisfied

How satisfied were you with the report taking process?

Answered: 604 Skipped: 143



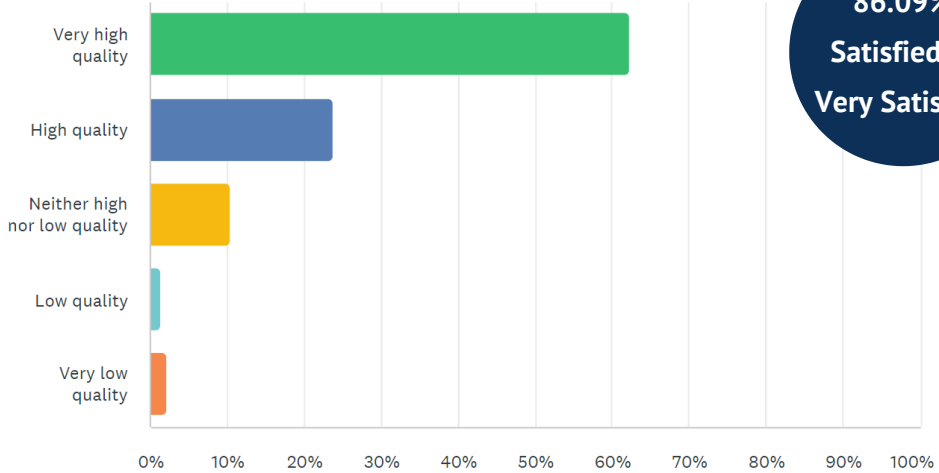
87.91%
Satisfied or
Very Satisfied

Crime Check Survey Results

As of April 11, 2024

How would you rate the quality of the customer service you received?

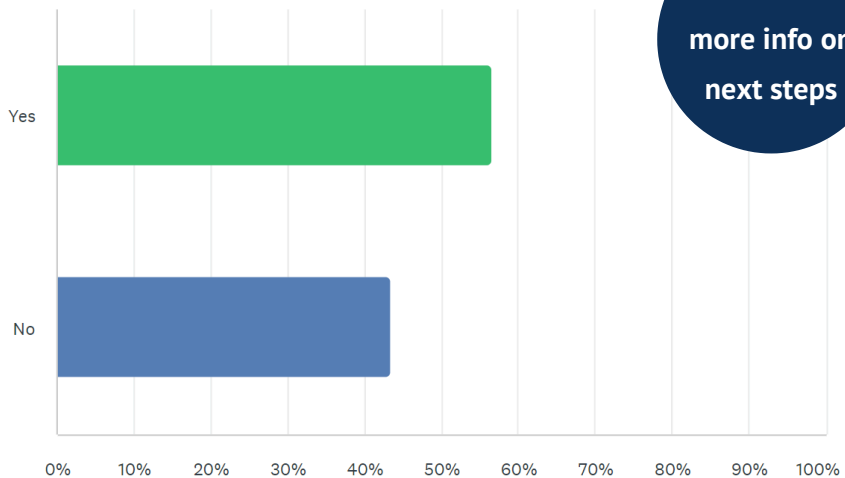
Answered: 604 Skipped: 143



86.09%
Satisfied or
Very Satisfied

Are you aware of the next steps in your report process?

Answered: 604 Skipped: 143



43.38% need
more info on
next steps

Crime Check Survey Results

Strengths

Felt listened to by Report Techs-- kindness, empathy, informative, helpful

Calls quickly answered

High overall satisfaction rate

Opportunities

Providing written confirmation of next steps, along with incident number

Ability to more quickly accept video evidence

Better understanding of law enforcement policies on follow up

Kudos

Crime Check was great. I filed a missing persons report and they found him within 12 hours. Everyone was very polite and helpful.

The two women I talked too were so helpful. I wasn't sure if I was reporting was a crime, it turned out to be but they didn't make me feel stupid for reporting and were really nice.

I just want to thank you all that work in our police, fire, swat team , rescue teams, for all your help and all you do to keep us all safe and All the hard work you do !!

Ongoing Process Improvements

I've filed a Crime Check Report. Now what?

Once your report is taken and filed, it goes to the records department and then on to the investigating agency that takes that specific type of report. You can request a hard copy of your report using the links below. You can also add to your report by calling Crime Check 24/7. If you would like any **updates regarding the status of your report**, we ask that you call the front desk of the agency the report was filed under. See more information below:

To obtain a copy of your police report, complete a request through the originating agency using the links below:

- [City of Spokane Police Department](#)
- [Spokane County Sheriff's Office](#)
- [Spokane Valley Police Department](#)
- [Liberty Lake Police Department](#)
- [Airway Heights Police Department](#)
- [Cheney Police Department](#)
- [Washington State Patrol](#)

Front Desk Numbers

- City of Spokane Police Department: (509) 625-4100, Option 2
- Spokane County Sheriff's Office: (509) 477-2240
- Spokane Valley Police Department: (509) 477-3300
- Liberty Lake Police Department: (509) 755-1140
- Airway Heights Police Department: (509) 244-3707
- Cheney Police Department: (509) 535-9233
- Tribal Public Safety Department: (509) 447-7287
- Washington State Patrol: (509) 227-6566

New web content launched in March

Crime Check Reports

Report Writing



- 1 Takes & triages call
- 2 Conducts interview about crime
- 3 Provides report number
- 4 Enters report into system forward to police records
- 5 Adds any additional information to report after it is filed, such as updates, photos, or screenshots

Report Follow Up



- 1 Decides if a report is assigned to an investigator
- 2 Calls/emails for any follow-up
- 3 Provides updates on the report to citizens. (Crime Check doesn't receive any investigative information)
- 4 Send evidence links to citizens for any video/audio evidence if required

For copies of your police report, file a request with the agency where the crime occurred.
For updates on your report, call the front desk of the agency where the crime occurred.

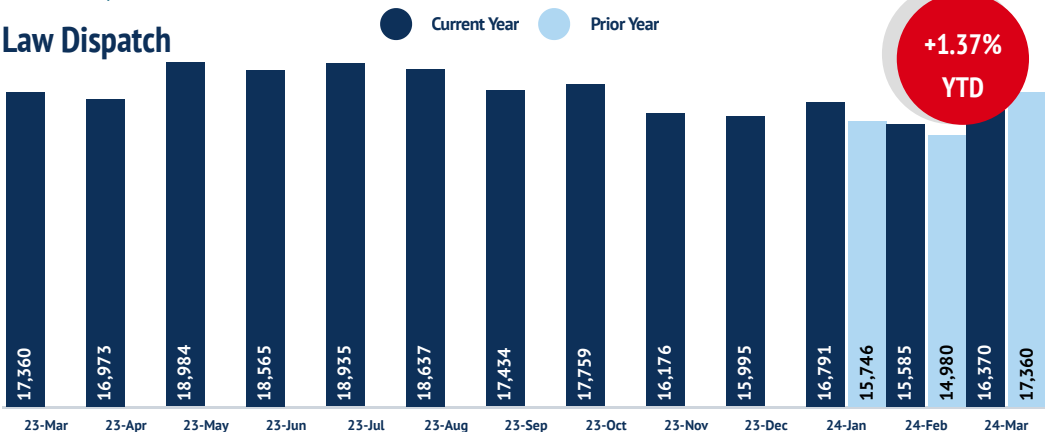
Latest updates

- Updated content on survey email with links to new web page outlining roles, next steps, and links to LE sites and front desks
- Currently working to automate survey process, link incident numbers to process, and ensure each report receives an auto
- Process will inform next level of citizen surveys for 911 calls

Dispatch Statistics

Law Dispatch is measured in "assists". Numbers reflect each call a dispatcher works for patrol. Fire Dispatch is measured in actual dispatches to the field.

Law Dispatch



Fire Dispatch



YTD Totals



48,746

Law Assists



25,679

Fire Dispatches

Community Outreach ramps up for 2024

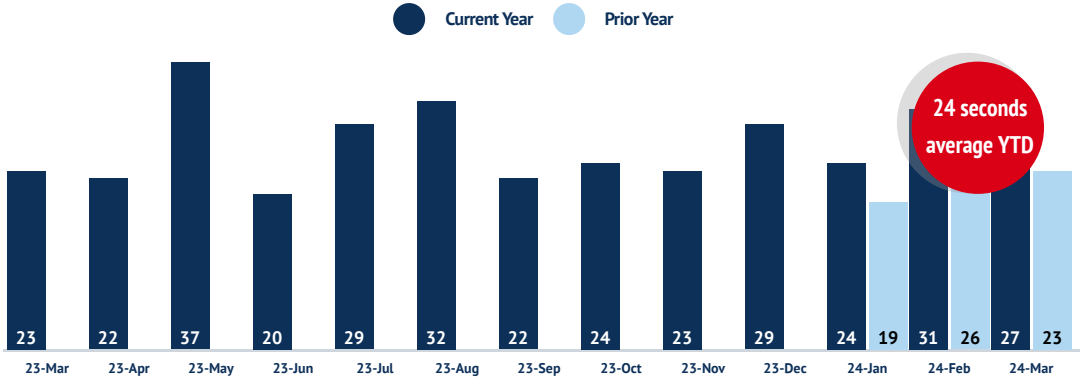
2024 is off an running when it comes to community outreach for recruiting and public education. With multiple tours, presentations, and recruiting events in the first three months alone, our late Spring and Summer promises to be busy with fire station open houses, more recruiting and job fairs, and summer events such as PRIDE, Unity in the Community, and Valleyfest. Our community events not only help educate citizens on career opportunities and the best way to utilize the 911 system, but they also allow our Report Techs and Communications Officers the opportunity to get out and interface with citizens. We love to partner with our member agencies, so if you have an event coming up, reach out!



EMD Statistics

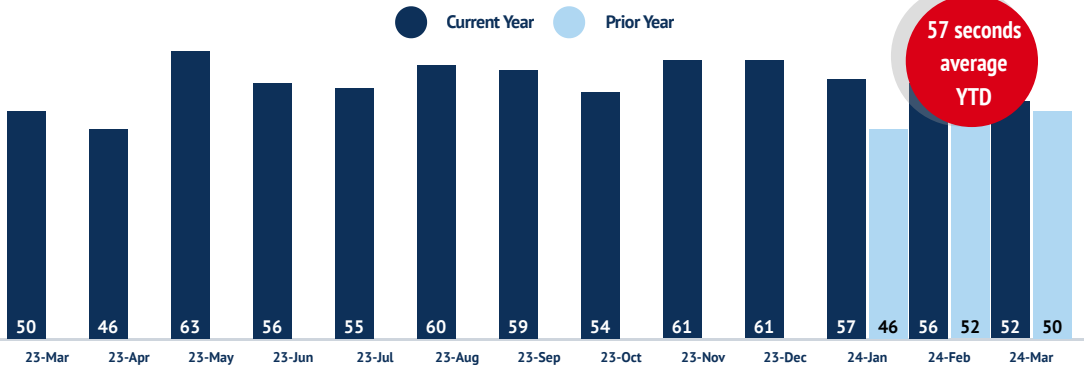
Time to Queue (for Echo calls)

Recognition of medics call type code to completion of key questions.

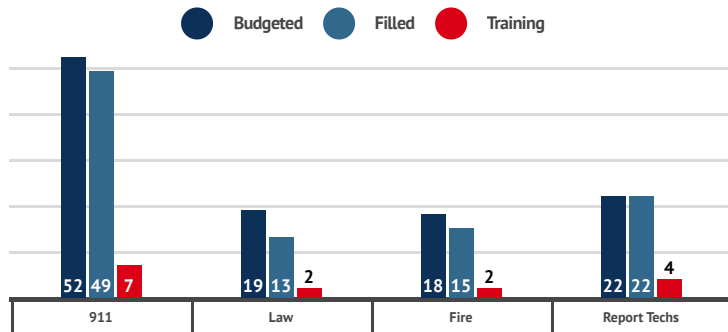


Hands on Chest

Time represented from call received to start of instructions for bystander compressions. IAED standard is 120 seconds or less.



Staffing Vacancies



11% total vacancies as of April 11, 2024

2 Trainees at end
A Phase in Fire

2 New Trainees
at beginning of
B Phase in Law



Upcoming Academy for COs: May 6