Eastside Public Safety Communications Agency

EXECUTIVE BOARD
SUMMARY OF MINUTES

April 14, 2016   Redmond City Hall
10:00 a.m.   Trestle Room, Lobby Level
                                                                  Redmond, Washington

PRESENT: Kurt Triplett

ALTERNATES: Mark Risen (Brad Miyake), Steve Heitman (City of Mercer Island)

ABSENT: Bob Harrison, John Marchione

OTHERS PRESENT: Dave Jokinen, Scott Hatfield, Jessie Morgan

1. Call to Order
    The meeting was called to order at 10:12 a.m. by Kurt Triplett, who presided.

2. Roll Call

3. Approve Agenda
    Scott Hatfield would like to add item 6e), Selling Assets, for discussion. Mark Risen motioned to approve the amended agenda, it was seconded by Steve Heitman and carried 3-0.

4. Consent Agenda
    a) Approval of Payment Vouchers: the following voucher/warrants were approved for payment: Voucher (warrant) numbers 6174 through 6191 for a total of $78,743.68.

    b) Approval of Minutes of March 10, 2016
    Mark Risen motioned to approve the Consent Agenda, it was seconded by Steve Heitman and carried 3-0.

5. Action Items
    a) Employee Retention Agreement
    Kurt Triplett reports that at the direction of the Executive Board at their last meeting, he and Jane Christenson worked together to create an Employee Retention Agreement for Scott Hatfield to stay on with EPSCA until EPSCA transfers their emergency communications assets to PSERN's control.

Mark Risen motioned to authorize the City of Redmond to enter into the Employee Retention Agreement with Scott Hatfield, it was seconded by Steve Heitman and carried 3-0.

b) Stolen Equipment
Scott Hatfield reports his home was burglarized and along with personal items, EPSCA equipment was stolen (laptops, IPad, radio). He is seeking direction from the Board in regards to this matter. All items stolen were at the end of their respective depreciation schedules except for a recently purchased laptop. The EPSCA insurance deductible is higher than the value of the stolen laptop. Steve Heitman motioned to authorize a loss regarding the stolen property and to have the Executive Chair sign a letter documenting the circumstances of the loss. The Executive Chair will also sign a letter on EPSCA letterhead to Scott's personal insurance company stating that EPSCA holds Scott Hatfield personally responsible for the stolen EPSCA items so Scott may file his claim for the items. Insurance monies paid to Scott regarding the EPSCA items will be returned to EPSCA. This motion was seconded by Mark Risen and carried 3-0.

6. Reports
    a) Election of officers for 2016/2017 Term
    Kurt Triplett reports it is time to elect officers for the 2016/2017 term. Two Board members will not be able to attend the May meeting, therefore not meeting the quorum requirement. Mark Risen motioned to extend the term to June, it was seconded by Steve Heitman and carried 3-0. It was decided to cancel the May 12 meeting.

    b) PSERN Board
    c) Technical committee/Detailed Design Review
    Items b) & c) have been combined into one report. Scott Hatfield reports that PSERN wants to begin the Operations Committee that will meet quarterly. A representative from EPSCA will be needed from the Chief/Deputy Chief level. The PSERN Board will be looking to their Operations Committee for input regarding Design Review and issues such as the Seattle system ID reprogramming (should PSERN pay for the reprogramming?) The Technical Committee will be charged with translating technical information to the Operations Committee so that the Committee can make recommendations to the PSERN Board. Dave Jokinen will serve on the PSERN Operations Committee initially. Kurt Triplett reports that the Joint Board is working together well. There are still a few outlying sites that have not been secured. The section of Highway 2 has been abandoned but that stretch of Highway 2 will have mobile coverage, just no portable coverage. Scott adds that any changes such as these to the original design & scope is not taken lightly and is a painstaking process for all involved. There will be an EPSCA area update at the next meeting.

    d) FutureCom Mobile Repeater
    Scott Hatfield reports EPSCA is getting ready to test a FutureCom mobile repeater. Previous repeaters have been banned from the system due to many unresolved issues that deemed them to do more harm than good. The FutureCom mobile repeater touts to have resolved these issues. The unit we are testing is going to be programmed to work with EPSCA and Seattle's systems and then will be taken to various "problem" buildings to gauge its performance. These repeaters are a lot less expensive than in-building systems and would put the maintenance of a repeater in the hands of the Fire Department instead of the building owner. There is concern regarding replacing in-building systems with mobile repeaters. Scott believes that a mobile repeater may be a good tool with rural areas with cities with smaller building structures.

e) Selling Assets
Scott Hatfield reports that EPSCA owns an Aeroflex service monitor that was purchased for $46K. It has not been used due to a change in direction in EPSCA staffing. Its depreciated value is about $15K. City of Redmond policy allows sale of assets to other governments, but a "fair market value" must be established. The Executive Board gave the direction to sell the asset at its depreciated value and put it back into use.

7.   Other/Information
     May meeting canceled.

8.   Executive Session
     None.

9.   Adjourn
     Being no further business, meeting adjourned at 11:12 a.m.

**Next Meeting
Scheduled for:**

**June 9, 2016
10:00 a.m.**