.

Eastside Public Safety

Communications Agency



**Executive Board**

**City of Bellevue**

**City of Kirkland**

**City of Redmond**

**City of Mercer Island**

**City of Issaquah**

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**EXECUTIVE BOARD**

**SUMMARY OF MINUTES**

September 14, 2017 Redmond City Hall

10:00 a.m. Council Conference Room, Lobby Level

 Redmond, Washington

PRESENT: Kurt Triplett, Steve Heitman

ALTERNATES: Jane Christenson (John Marchione), Mark Risen (Brad Miyake)

ABSENT: Bob Harrison

OTHERS PRESENT: Dave Jokinen, Scott Hatfield, Jessie Morgan

1. Call to Order

The meeting was called to order at 10:07 a.m. by Kurt Triplett, who presided.

1. Roll Call

3. Approve Agenda

Steve Heitman added item 8, Executive Session, to the agenda. Jane Christenson motioned to approve the amended agenda, it was seconded by Mark Risen and carried 4-0.

4. Consent Agenda

 **a) Approval of Payment Vouchers / Credit Card Purchases:** the following voucher/warrants were approved for payment: Voucher (warrant) numbers 6862-6925 for a total of $435,913.36 as well as various credit card purchases made between June 6, 2017 and August 4, 2017, totaling $1,847.84.

 **b)** **Approval of Minutes of June 8, 2017 and June 13, 2017**

Steve Heitman motioned to approve the Consent Agenda, it was seconded by Mark Risen and carried 4-0.

5. Reports

 **a) Transitional Change in Staffing**

Jane Christenson reports that we are in discussions with Jessie Morgan to transition to being a City of Redmond employee when EPSCA sunsets. Redmond PD is interested in reclaiming the space that EPSCA currently occupies, there is space in the Finance department of Redmond City Hall available if that occurs.

**b)** **PSERN Update**

Kurt Triplett reports that PSERN is having difficulty with the Bellevue Station 9 lease. Mark Risen will check on the progress. Jane Christenson went to the last PSERN meeting on Kurt Triplett’s behalf. Motorola will be having a public safety tradeshow on October 12, 2017. The PSERN Board approved change requests, reported on staffing changes, changed meeting dates to accommodate the holidays, Port of Seattle is considering joining PSERN and PSERN’s operational date may shift beyond 2020 due to difficulty in securing leases. Scott Hatfield reported that much regarding in-building coverage was learned at APCO Denver and this education will be used by the PSERN operations task force to better the system and save on costs. The task force was compiling a list of criteria for in-building coverage but at APCO it was learned that there are so many factors affecting the coverage for each building that compiling criteria is not the best method. The task force will apply what was learned at APCO towards the in-building coverage issue in a realistic manner. In the last set of Motorola deliverables there were glaring engineering errors. Motorola is already remedying the error but the Motorola project manager and engineer have not taken steps to prevent future errors from occurring and there have been multiple errors already. Scott Hatfield shared these concerns with PSERN.

6. Action Items

**a) Consultant Contract Addendum**

Jane Christenson reports that the City of Redmond was tasked to address the ancillary costs that Scott would incur as a contract employee of EPSCA. She presented the addendum to the Executive Board. Reimbursable costs will need to be pre-approved by an EPSCA Executive Board member.

Mark Risen motioned to approve the amended Consultant Contract Addendum, it was seconded by Steve Heitman and carried 4-0.

7. Other/Information

8. Executive Session

 Executive session regarding personnel began at 11:00 a.m. and concluded at 11:08 a.m.

Jane Christenson left at 11:08 a.m.

9. Adjourn

Being no further business, meeting adjourned at 11:09 a.m.

**Next Meeting**

**Scheduled for:**

**October 12, 2017**

**10:00 a.m.**