



# Deschutes County 9-1-1 Service District

## User Board Meeting Minutes

**Date & Time:** Tuesday, December 15, 2015 at 1000 hours

**Location:** Deschutes County 9-1-1, 20355 Poe Sholes Drive #300, Bend

**Attendees:** Alan Unger, Tony DeBone, Tom Anderson, Steve Reinke, Sara Crosswhite, Megan Craig, Rick Silbaugh, Kim Morse, Chris Perry, Dave Pickhardt, Bill Boos, Bob Kathman, Tim Moor, Dave Tarbet, Marc Mills, Art Hatch, Denney Kelley, Dave Doyle, Shane Nelson, Whitney Malkin, Erik Utter, Roger Johnson, Tom Fay, Kent Haarberg, Jim Porter, Jeff Blake, Bob Madden, Larry Langston, Paul Kansky.

**1. Call to order and introductions** – Steve Reinke, Director

**2. Approval of User Board meeting minutes**

Roger Johnson moved to approve October 15, 2015 meeting minutes; Tom Fay seconded; motion carried.

**3. Public comment** - None

**4. Staff reports**

Megan Craig updated the group on trainee progress and explained changes she's made to the training model. On 12 hour days trainees will have classroom training for half of the day and move into radio training for the second half of the day. It has proven to help increase the learning ability by breaking up their day. An update on the new recruitment philosophy for 2016 was shared with the group. There will be a continuous open recruitment all year with new classes of four starting about every 3 to 4 months.

Sara Crosswhite reported that accreditation is on track and we should meet the April deadline for the on-site review.

Rick Silbaugh reported on the following:

- The State Radio Project is on track.
- Law enforcement agencies should be on the new system no later than December of 2016.
- Changes were made on law enforcement mobile data computers last week that has helped.
- PulsePoint is on track and fire user agency testing is going well.
- Everbridge is also moving forward. Each Agency will have the ability to send out alerts and to customize call out lists. Schools will tie in with 9-1-1. Deployment is planned for early 2016.
- Hiring will soon be underway for two open Public Safety Systems Specialist positions with an estimated start date of March 2016.

Kim Morse reported the recruitment for a 0.6 FTE Administrative Assistant position is underway. The position is estimated to go full time within 12-18 months.

Steve announced that District received an interoperability grant for \$278,500 and thanked Kim Morse and the technical team for their work preparing the submission.

#### **5. Permanent funding ballot measure update**

Steve reported the following:

- Resolutions were signed by each Agency except the City of La Pine, which was unable to fit in onto their November agenda. He plans to brief the La Pine Council in January.
- On December 7<sup>th</sup>, the County Commissioners approved a Resolution to set a public hearing for January 13, 2016 before they consider an Order to place the levy measure on the May 2016 ballot. After that hearing, there will be a second hearing in mid-February.
- Once the hearings have been completed, the levy will be certified and placed on the May ballot.
- A Political Action Committee (PAC) can be implemented after the measure is certified. The Board was asked to consider who might be interested in serving on the PAC.
- The results from a recent survey of citizens regarding the proposed ballot measure were discussed.

#### **6. Radio project update**

The project has been reviewed by our legal counsel and passed to the Department of Justice for their comments.

#### **7. FY 2016 supplemental budget and appropriation transfer request**

Steve reviewed the proposed changes with the Board. The additional funds will be used for the radio project; implementing fire call receiving protocols; and to hire a consultant to improve current operations and technical support for the existing CAD and RMS systems and to concurrently investigate the benefit of changing from the current Hitech CAD to New World Systems' CAD. Shane Nelson moved to recommend that the Board of County Commissioners approve the proposed changes; Jim Porter seconded; motion carried.

#### **8. Strategic plan one year update**

At the January 2016 meeting Steve will review recommended updates and changes to the District's Strategic Plan. Shane Nelson expressed his appreciation for all of the hard work that 9-1-1 has done.

#### **9. Other items or good of the order**

- Discussion was held about options to pay for radio system maintenance if the levy does not pass.
- Harris will be here to demonstrate the mobiles and portables the offer on January 20-21, 2016. Invitations will be sent out soon.
- Alan Unger reminded the Board their ability to work together is very positive and is not always the case with such large groups. He encouraged everyone to continue the positive relationships.

- Tony DeBone said he thought the levy planning process was comprehensive and positive.

#### **10. Adjournment**

The next schedule 9-1-1 User Board meeting is Tuesday, January 19, 2016 at 1000 hours at Deschutes County 9-1-1. The Records Management Systems (RMS) User Group will meet the same day at 0900 hours in the Metolius Room.

Minutes respectfully submitted by Steve Reinke and Kim Morse.