

**NORCOM
9-1-1 USER BOARD MEETING
MINUTES**

September 17, 2008

PRESENT: Brent Earhart, Paul Iverson, Don Fleck, Tom Tennant, Vasily Hansen, Rick Lewis, Shawn Baird, Dan Mullen, Jay Hannon, Gordon Jensen, Bill Miles, Rod Yoder, Paula Smith, Kevin Hendricks and Scott Russell. Staff: Gina Audritsh

The User Board Meeting was called to order at 2:00 p.m. by Vice Chair Brent Earhart.

Introduction

Brent Earhart opened the meeting and acknowledged that no introductions were necessary. Brent announced that there will be change on the Agenda as no need for an Executive Session.

Minutes

No discussion.

Motion made by Rick Lewis to approve the minutes. Motion seconded by Scott Russell. Motion carried with all in favor and no opposed.

Bills

Questions with reference to Biddle Consulting – Gina explain this is the vendor that provides the upgrade to the Critical Multi-Tasking Simulator Test for Dispatchers. An inquiry was made with reference to the Legal fees and the budget balance.

Motion made by Shawn Baird to approve the bills that were paid in July and August 2008 as presented. Paula Smith seconded the motion. Motion carried with all in favor and no opposed.

SDIS

Gina presented the Special Districts Insurance Longevity Credit and Rate Lock Agreement and asked for the Boards support to enter into a three-year agreement with SDIS and the guarantee rate lock of no more than 3% each year. Paul Iverson inquired of the rate increases over the past three years, Gina advised the rate was approximately 3% the last fiscal year and close to 1.3% the year prior. Questions were asked about our loss ratio and Gina advised we have not had any liability claims to date.

Motion made by Rick Lewis to approve the Special Districts Insurance Services Longevity Credit and Rate Lock Agreement. Scott Russell seconded the motion. Motion carried with all in favor and no opposed.

MCIC Executive Council Update:

Rick Lewis provided an update from the Executive Council meeting held on Friday, September 12th where a power point presentation has been initiated and will continue to be developed for presentation. The next scheduled meeting is Friday, September 26, 2008. The concept is to share the vision of the MCIC to various Boards that are already established and to the leadership of organization to keep all agencies and leadership educated as much as possible throughout the process. Kevin Hendricks shared that OWIN has offered to put in one leg of the microwave project for Marion County. This is one example of the future partnerships that are being developed for radio and data interoperability for Marion County and reiterated by Gina for a regional system with neighboring counties and jurisdictions.

Kevin also reminded the Board that the most recent DHS Grant that was awarded for funding radio acquisitions has been increased from \$35,000 to approximately \$150,000. Kevin advised that the fire districts are looking at a distribution formal similar to the assessed value estimates of fire districts for allocation of these shared funds.

North 7 Update:

A brief discussion occurred with reference to the North 7 Fire Frequency and the clarity of transmit and receive with those districts that have been using the channel. Silverton Fire District has been the primary district assigned to North 7 and the feedback from the dispatchers includes that it is almost better than North 1. Gordy gave feedback with reference to he and Don Fleck meeting with the Mt Angel Abbey and discussing the ability to move the antenna site from Silverton to the Abbey. Kevin Hendricks inquired what it would take to get all agencies to program North 7 into their radios. Gordy will work with those agencies that have yet to install, primarily Aurora and St Paul.

Cook Paging Update:

Gina presented options for the reliability and speed of the Cook Paging to include the costs involved with the dedicated lease line. After review and discussion of the options, the overall consensus of the board is reliability is a priority over the speed however the speed is still a factor. Gina expressed concerns with reference to the Internet protocol and the current issues that we have with the Nextel and the Phone pages being delayed when there are issues with the Internet Service provider and/or the servers that are involved in processing that data stream.

The consensus of the board is for Gina to continue discussions with Cook Paging and to explore the shared expense of the dedicated lease line similar to the technology that we had with USA Mobility for the dedicated line and if there is a cost involved that the fire districts will pick up the cost on a shared basis.

Motion made by Kevin Hendricks to install a dedicated lease line to Cook Paging and the cost be absorbed by the Fire District. Motion seconded by Dan Mullen. Motion carried with all in favor and no opposed.

ORS190 Agreement

Brent clarified the question of whether there should be one document with all signatures included or if each agency can have their own signature page submitted to the Directors office and then attached as one single document. Gina explained that Section 18 on the ORS190 Agreement did provide for the signature to be in counterpart and included with a single document on file in the Directors office. There was a consensus from the Board in support of the Section 18 clause.

Gina advised that she has signed agreements from all agencies with the exception of the City of Silverton, City of Mt. Angel, City of Woodburn and Marion County Sheriffs Office. Brent advised that his council signed the City of Mt Angel. Rick Lewis advised that the City of Silverton had signed the Agreement. Scott Russell advised the Agreement is on the next Council Agenda. Gina advised once all other User Entities have signed the Agreement she will then forward to the Marion County Sheriffs Office for review and signature as she wanted to make sure that all other signatures have been processed.

No additional discussion took place.

Gervais Police Department

Gina advised that Chief Johnson of Gervais Police Department is not ready to make a change and has been provided with the appropriate documentation and feedback with reference to cost and software/hardware needs that would be required if he moved dispatch services from Willamette Valley to NORCOM. In the event that Gervais Police Department were to contract services with NORCOM they have a contractual notice that they must give to Willamette Valley Communication and at this time that notice has not been given.

Information Share:

Kevin Hendricks advised that he facilitated a concern between Marion County Fire District #1, Keizer Fire District and Salem Fire Department with reference to the use and ownership of Central 1 and Central 2 radio frequencies.

Effective January 2, 2009 – Central 1 will be used as a Tap Out Frequency and Central 2 will be used as an Operational Channel.

District 1 is continuing to look for additional radio frequencies, Kevin facilitated the potential for them to move to North 1 however the cost factor involved was

too great to facilitate this concept. Willamette Valley Communications Center is requesting a six month trial period. All MCFD #1 and Keizer Fire will be tapped out over Central 2. This idea is also being communicated with the MCIC for consistency with the communication plan for the county.

Scott Russell brought a red led light to the meeting for demonstration as to what their department has purchased for use in the field for traffic control devices rather than utilizing a flare pattern. Scott inquired if other districts have had the opportunity to try them or similar devices. Woodburn Police Department will continue to provide feedback to neighboring agencies as to how they work out for their department.

Brent Earhart advised that the Mt Angel Police Department successfully completed the Oktoberfest with minimal concerns.

Meeting adjourned at 2:40 p.m.
Next meeting scheduled for November 19, 2008 at 2:00 p.m.
NORCOM - Community Room