



Deschutes County 9-1-1 Service District Executive Board Meeting Minutes

Date & Time: January 20, 2014²⁶¹⁵ at 1000 hours
Location: Deschutes County 9-1-1, 20355 Poe Sholes Drive #300, Bend

1. Call to Order – Steve Reinke, Director

2. Introductions

Commissioner Tony DeBone, Tom Anderson, Steve Reinke, David Doyle, Chief Marc Mills, Sheriff Larry Blanton, Chief Jim Porter, Chief Denney Kelley, Chief Tim Moor, Tim Beuschlein, Shane Nelson, Larry Fulkerson, Jeff Blake, Nathan Garibay, Tanner Wark, A.J. Franzke, Julie Lovrien, Ken Vaughan, Erik Utter, Bill Boos, Darryl Nakahira, Sara Crosswhite, Rick Silbaugh, Chris Perry, Cari Elliston, Darlene Johnson, Kathleen DeForrest

3. Approval of minutes

Sheriff Larry Blanton moved to approve the December 16, 2014 meeting minutes; Chief Denney Kelley seconded; motion carried.

4. Public comment

None.

5. Staff reports

In follow up to last month's meeting that a Letter of Support be developed and signed by all stakeholders as a sign of commitment for moving forward with the radio project, Steve met with Bend Rural Fire District 2 last week. Two concerns surfaced: 1) the word "unconditional" support and 2) final cost of the project is unknown.

Tom Anderson said their findings are disappointing as 9-1-1 has agreed to front the cost without knowing the final number and the rest of the Board would not propose the drafted letter without backing. Sheriff Blanton suggested after all of the studies and meetings to date, there should be "unconditional" support at this point and offered to accompany Steve to future agency board meetings.

Chief Moor reported the opposite reaction from his board and suggested it may have been the result of having discussed the subject ahead of time. Larry Fulkerson reiterated if people are fully aware of the issue, they will support it. Steve noted he has more meetings scheduled and will make work with department heads to assure boards are informed ahead of time.

Steve said five new telecommunicators, including two laterals, here hired this month and two more are expected in March. The marketing of open positions will be enhanced by posting flyers at Central Oregon Community College, distributing business size cards containing organization/contact information and working with Anna Johnson, the County Communications coordinator, to develop informative brochures.

6. Strategic Plan objectives and discussion on the next steps

Steve announced the Board of County Commissioners adopted the Strategic Plan for 2015-2018 last week. The one and a half page Plan was distributed to attendees for review and discussion and Steve summarized the three sections. Objectives in Sections 2 and 3 will become action items for 9-1-1 staff. Steve expressed appreciation for everyone's input in finalizing the Plan. Commissioner DeBone stressed the importance of this multi-year vision for the organization.

Steve was excited to learn the County will allow 9-1-1 to have more control over its website content which, up to now, has been very basic.

7. Radio project update

At Steve's request, Joe Blaschka, Jr. of ADCOMM Engineering Company provided a written proposal to assist 9-1-1 in developing a radio system upgrade option which involves partnership with the State of Oregon Department of Transportation (ODOT) P25 trunked radio system. Although Bob Johnson's Board is unwilling to allow him to participate in this process, other than to help with the transition to another consultant, he will continue to work with 9-1-1 staff and the Project Review Team to develop a report of what we foresee for the transition process and for level of service. Steve distributed copies of the ADCOMM proposal. It is a phased approach to help us move forward at a cost of about \$100K. Joe Blaschka will be able to begin work mid to late March.

Steve has met with Sheriff Blanton to discuss a migration plan for centralizing the responsibility of the radio system under 9-1-1 in July of 2015. This system would function on a user fee basis until it could be supported by a levy. The same concept would include Redmond and the fire service at some point. Advantages to a centralized approach would be to address future issues from a "system" approach versus the current "individual agency" approach.

Sheriff Blanton said centralization has been discussed in the past and it is the right direction to take. Steve added not all agencies have to be under one umbrella nor do they all need to move at one time. Jeff Blake suggested the concepts are great but the cost and paperwork logistics will be the issues. Steve and his team are happy to attend management meetings (outreach) as requested. Steve will continue to promote the plan during his individual meetings with department heads and report back to the group.

On Friday, Steve met with the Statewide Interoperability Coordinator, Steve Noel who has a lot of interest in seeing agencies work with the State. He will do what he can to facilitate the process. Steve told Steve Noel we are very interested in becoming a model for what a good County/State partnership looks like and, in exchange, we would like to an early adopter rate for maintenance and other costs.

8. Radio operational procedure discussion

Steve stated this is an introduction to some concepts about how we do business on the air and in the field. This is an opportunity to become a more professional organization in partnership with agencies. It is important to come to agreement about what is said and how it is said which will help relieve frequency congestion and increase air time availability. This will become a multi-month project and the consensus was that all were on board.

9. Service District Operating Agreement ratification process

Kathleen will be contacting each of the agencies to determine if changes are needed to the individual signature pages. Ideally, Steve could obtain signatures as he meets with agency boards or councils.

10. Other items

Commissioner DeBone announced La Pine's Dimensions of Vitality community education series beginning Thursday. He and the La Pine Chamber of Commerce agreed to begin the series with public safety, a non-controversial, funded and appropriate service in the community.

Jeff Blake stated his department begins training soon on blue cards for structure fires, etc., and since it also incorporates dispatch procedures, he plans to include 9-1-1 personnel. Training will take place every fourth week of the month, three times a week, through June. A designated dispatch console will be provided during the training. Sara Crosswhite will schedule personnel to attend.

11. Adjournment

With no further business before the Board, the meeting adjourned at 10:58 hours.

The next scheduled Executive Board Meeting is Tuesday, February 17, 2015 at 1000 hours at Deschutes County 9-1-1.

Minutes respectfully submitted by Steve Reinke and Kathleen DeForrest