

# RIVERCOM 911

## Administrative Board Meeting

Wenatchee City Council Chambers  
129 South Chelan Avenue, Wenatchee, WA 98801

### Meeting Minutes

Wednesday, July 14, 2010

#### Administrative Board Members Present:

Keith Goehner, *Commissioner, Chelan County (Chairman)*  
Dale Snyder, *Commissioner, Douglas County (Vice-Chairman)*  
Karl Jonasson, *EMS Director, Lake Chelan Community Hospital District #2*  
Dennis Johnson, *Mayor, City of Wenatchee*  
Wayne Barnhart, *Council Member, City of East Wenatchee*

#### Ex-Officio Members Present:

Tom Robbins, *Chief, Wenatchee Police Department*  
Harvey Gjesdal, *Sheriff, Douglas County Sheriff's Office*  
Mike Harum, *Sheriff, Chelan County Sheriff's Office*

#### RiverCom Personnel Present:

Millie Tirapelle, *Director*  
Criselia Grupp, *Administrative Services Manager*  
Jackie Jones, *Operations Manager*  
Jerry Corder, *IT Manager*  
Staci Engler, *Confidential Administrative Assistant*

#### Guests Present:

Corey Roberts, *Spillman Technologies*  
Greg Turner, *Spillman Technologies*

#### Others/Audience Present:

Jim Brown, *Wenatchee Police Department*  
Juan Sanchez, *Douglas County*  
Phil Stanley, *Chelan County Jail*  
Ron Wineinger, *Chelan County Jail*  
Chris Sharp, *Chelan County Jail*  
Gabe Smith, *Chelan County Jail*  
Tony Veeder, *Wenatchee City Council*  
Doug Hall, *Day Wireless Systems*  
Lisa Lewis, *RiverCom Guild President*  
Dee Gutierrez, *RiverCom Guild Treasurer*

**CALL TO ORDER:**

Chairman Goehner called the meeting to order at 9:01 AM and then led the pledge of allegiance.

**WELCOME AND INTRODUCTIONS:**

Board Members and attendees introduced themselves.

**APPROVAL OF AGENDA:**

After reviewing the revised agenda, the Board accepted the agenda as written.

**APPROVAL OF MEETING MINUTES AND VOUCHERS:**

Board Member Jonasson stated that he reviewed the vouchers for the month of June 2010 and recommended their acceptance.

*A MOTION was made by Board Member Barnhart to approve the payroll vouchers, approve the June expense vouchers in the amount of \$138,622.63, and approve the June 9, 2010 Administrative Board Meeting minutes as written. Board Member Johnson seconded the motion. The motion passed unanimously.*

**BOARD CHAIRMAN'S REPORT:**Spillman Technologies

Director Tirapelle introduced Corey Roberts, Account and Project Management Manager, and Greg Turner, Senior Software Development Manager with Spillman Technologies. Director Tirapelle requested the attendance of Spillman representatives at today's meeting to address serious operational issues with the recently installed Spillman upgrade, and specifically the impact on User agencies with regard to the jail component.

Jail personnel stated that the training and hardware have not matched up with the real life requirements and that the implementation of the new system has been a fiasco in many ways. Jail personnel verbally presented a list of ongoing issues and provided several specific examples and scenarios of the ways in which the new system has crippled their organization and their processes. Other user agencies also gave their input about similar experiences with the upgrade.

The Board expressed great concern about the lack of communication among the Spillman project group, particularly with regard to the severity of the problems being reported by the Users. It was strongly stated that the basic issues with the system have not been sufficiently addressed by Spillman and that Spillman does not seem to be in touch with the seriousness, operationally, of those issues.

The Board noted that over the last 18 years Chelan and Douglas County public safety agencies have invested a substantial amount, financially, in Spillman CAD/RMS/Mobile/Imaging products. Most recently, training for, implementing, and trouble-shooting this dot-upgrade and jail module installation has taken its toll in agency overtime, potential liability and high levels of employee frustration. It is critical that Spillman focus the attention of the proper personnel on this project and promptly resolve the issues at hand.

Users were asked if they thought we should back-out or move forward with the project. Those users present said that they wanted to resolve problems and move forward.

It was agreed the Users would meet with the Spillman representatives following the Board meeting to express their mutual concerns and issues. The Board requested that Spillman create a list of issues along with a projected timeline for their resolution prior to the end of the meeting.

#### **DIRECTOR'S REPORT:**

Director Tirapelle reported on the following items:

##### 2011 Budget Preparation

The FY2011 operating budget is currently being prepared. A pre-budget review meeting was scheduled for July 19<sup>th</sup>, but due to some delayed financial reports, has been tentatively re-scheduled for August 5.

##### US Department of Homeland Security Assistance to Firefighters Grant

Bid specs for the project are being prepared and should be ready for distribution this Monday.

##### Radio Site Updates

*Chelan-Butte:* IT Manager Jerry Corder has been working with Day Wireless to move equipment from three different facilities at Chelan Butte to one facility (CCPUD). This reorganization of equipment is expected to provide enhanced coverage.

There was nothing else new to report on radio sites.

##### Strategic Positioning Update

The third meeting for strategic positioning is scheduled for this Friday, July 16 from 9:00 AM to 2:00 PM.

##### 911 Telephone Excise Tax Ordinance Update

The State 911 office has stated counties need to adopt ordinances enacting the tax increase by October 1, 2010 in order to begin collecting revenue on January 1 of 2011. Director Tirapelle has now been informed that County attorneys from King, Snohomish and Pierce counties will be meeting with the State to dispute the legality of establishing an ordinance prior to a law taking effect. Their position is that counties cannot establish an ordinance to collect tax before

the time that the law actually takes effect. The Board discussed the matter and agreed it is in our best interest to act upon our interpretation of the RCW's. In that regard, the RiverCom Board recommended the counties move forward in preparation and adoption of their ordinances.

**ADMINISTRATIVE SERVICES MANAGER REPORT:**

Administrative Services Manager Grupp provided the Budget Summary for the month ending June 30, 2010.

The June expense vouchers submitted for approval totaled \$138,622.63 and the total payroll amount was \$210,875.85.

M & O Account	94,682.29	
Capital Projects Account	0	
General Communications Tax Account	1,715.00	
Communication Tax Capital Account	42,225.34	Radio and Quantar Equipment
Total Account Voucher Requests	138,622.63	
Payroll (including overtime, differential pay, and benefits)	210,875.85	

As of the end of June, we projected to have expended about 50% of the M&O 2010 budget year-to-date. The M & O account is currently at 42.96%, and after vouchers are posted, this amount will increase to 45.69%.

The Capital Project account is currently at 96.96%.

For revenue received we are currently at 50.34% of Local E911 excise tax revenue and 52.77% of User Contributions revenue.

The Communications Tax revenue is at 55.34%. A Monthly Collection Comparison chart was provided to the Board for review.

Staffing Report:

- The creation of an IT Technician job description is in-progress.

- Three candidates going through the pre-employment process for the position of Emergency Services Dispatcher. If all goes well, our goal will be to start the in-house Training Academy at the end of August.

**OPERATIONS MANAGER REPORT:**

Director Tirapelle reported on the language line usage for June.

**RIVERCOM 911 OPERATIONS GROUP REPORT:**

Due to ongoing fire emergencies in the area, the RiverCom Operations Group meeting scheduled for June 13th was cancelled. There was nothing new to report.

**GOOD OF THE ORDER:**

Board Member Barnhart inquired as to the status of Chelan County's intent to bill the contract Cities directly for emergency services. The topic was tabled until the next meeting when more time can be dedicated for the discussion.

Board Member Jonasson apologized for not being able to attend the Strategic Positioning meetings due to scheduling obligations at his agency.

Sheriff Harvey Gjesdal is being deployed with the Coast Guard to the Gulf of Mexico. He is expected to be out-of-the-office for approximately sixty days, but will be reviewing public safety activity remotely via mobile computer.

**ADJOURNMENT:**

With no further business, the regular meeting of the Board was adjourned at 10:24 AM.

Minutes Respectfully Submitted,

Staci L. Engler  
Confidential Administrative Assistant  
RiverCom 911

ATTEST:

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Mildred Tirapelle, Secretary to the Board

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Date

**RiverCom 911 Administrative Board Members:**

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Chairman Keith Goehner, *Commissioner, Chelan County*

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Vice-Chairman Dale Snyder, *Commissioner, Douglas County*

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Dennis Johnson, *Mayor, City of Wenatchee*

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Wayne Barnhart, *Council Member, City of East Wenatchee*

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Karl Jonasson, *LCCH District #2, Representing RiverCom 911 Operations Group*

**ACTION ITEMS:**

*A MOTION was made by Board Member Barnhart to approve the payroll vouchers, approve the June expense vouchers in the amount of \$138,622.63, and approve the June 9, 2010 Administrative Board Meeting minutes as written. Board Member Johnson seconded the motion. The motion passed unanimously.*

**STAFF ASSIGNMENTS:**