

RIVERCOM OPERATIONS GROUP MEETING

RiverCom Conference Room,
140 S. Mission St. 3rd Floor
Wenatchee, Washington
Tuesday, January 12, 2010

Present: Phil Mosher, CCFD#6; Stan Smoke, Wenatchee Fire & Rescue; Kay McKellar, Criselia Grupp, Jerry Corder, and Millie Tirapelle, RiverCom; Dick Gormley CCFD#1; Tom Martin, CCFD#8; Karl Jonasson, Chelan Hospital District #2; Johnny Rebel, Lifeline Ambulance; Jeff Middleton, CCSO and Rusty Stamps, CCFD#7.

Karl Jonasson called the meeting to order at 11:03 a.m. in the absence of Chairman Mike Dingle, DCSO EM.

Karl suggested we dismiss with introductions and move to the conference call with Spencer Bahner of Sparling Engineering.

Spencer came on the line to give an engineering update. He advised the group to challenge the purchasing process. A statement of work from a vendor is needed. This is important with simulcast radio systems. He noted the purchase could be accomplished via Western States Contracting Alliance (WSCA), request for Proposal (RFP) or Sole Source. He advised that RiverCom needs to be protected and assured that the vendor performs. Jerry Corder advised Spencer, RiverCom likes to utilize local providers if at all possible.

Director Tirapelle advised future projects include Chelan Butte and DC Upper Badger, Round Mountain and Keystone. She advised there was no update on the Fire Grant previously submitted by Chief Baker.

Jerry Corder advised that T-Mobil has expressed an interest in purchasing the microwave hop between DCSO 3rd Street and Lower Badger.

Spencer advised he could have an updated engineering report available by the end of the week. Incorporating time and materials, the cost would be approximately \$3,000.

Karl inquired about zone communication. Spencer advised zone communication would be an operational issue for RiverCom and the User agencies to discuss. He also mentioned technical support issues need to be considered. Technical resources will be needed throughout and following installation.

Director Tirapelle advised a planning session for Law, Fire and EMS would be scheduled. Spencer advised the group if any of the members had questions they could email him at: sbahner@Sparling.com

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Approval of the Minutes:

Correction to previous month's minutes: Jerry Corder advised Karl Jonasson had reported on the pole and reception issues at Chelan Butte not on Blag Mountain. Phil Mosher made a motion to accept the minutes as corrected. Stan Smoke seconded the motion. The motion passed unanimously.

Directors Report:

Director Tirapelle advised that the Motorola 5500 Installation was in progress. Jerry Corder advised that positions 1, 2, 3 and 10 are operational. DAY Wireless will continue to run wires and grounding to other positions. He advised that the four hundred (400) group tones have been installed. Misty Viebrock will begin tone verification today. Due to the complexity of the toning functions, the Fire/EMS wiring and programming will be the last to be installed.

Site updates:

Chelan Butte:

Director Tirapelle advised the combiner for Chelan Butte is on order. Jerry met with Bob Shane of the Chelan County PUD Technical Division concerning the Chelan Butte/Keystone partnership. Director Tirapelle advised the site contract with DAY Wireless to relocate antenna's to the top and middle of their tower at Chelan Butte has been signed. Once the combiner arrives and the contract with the Chelan County PUD has been signed (to relocate our radios to their facility) the upgrade can be accomplished.

Upper Badger:

Director Tirapelle advised that we were not able to complete the relocation project before the end of the year. We didn't realize that our radios in the new facility could not be controlled without the relocation of the shared microwave currently housed in the old PUD building; arrangements had not been made to move the PUD microwave during this time frame. Steve Hickman (our current landlord) was advised of the delay.

Keystone:

Director Tirapelle advised the partnership with the Chelan County PUD for shared use at Keystone will include the installation of additional solar panels and a generator. DNR has tentatively given its OK to drill another hole in the rock for the additional panel mount. Contract development is in-progress with CCPUD legal.

Director Tirapelle advised that the 1/10th of 1 percent tax has been implemented.

The 5500 Installation is in progress. Karl Jonasson had questions as to the future adaptability of the new console radio control equipment. Currently, Tillamook, Seaside, Yakima and Benton County are using the 5500 system.

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Committee Reports:

Law Users Group:

Director Tirapelle advised Jeff Middleton a RiverCom representative would attend the Pursuit Policy meeting on January 20th.

Spillman Administrators Meeting:

Director Tirapelle advised that Chelan County purchased and owns the Spillman Jail Module and the imaging server. The server will be housed at the Chelan County IT Department. The Jail intends to train a Jail System Administrator to deal with the operational problems that arise. The County IT department will manage the software and server. It was noted, it will be important for the CCIT Manager to attend the monthly SAM meetings. It is hoped the installation can be accomplished by March 1st so that personnel can be trained before Apple Blossom.

Jerry reported on the scheduled Spillman upgrade from 6.0 to 6.1. The upgrade will need to be completed prior to and concurrently with the Jail module installation.

Director Tirapelle advised that Douglas County Sheriff's Office provided the SOC for the funeral for Grant County Deputy Bernard. Ops Manager Jackie Jones got to be the first RiverCom person to provide communications services from the SOC. Jackie's familiarity with the location and the agencies was a plus.

Administrative Services Manager Criselia Grupp provided a staffing update. A final offer of employment was extended to a candidate from Nampa ID for the position of Communication Technician Position; unfortunately he decided to decline the offer. The new Confidential Administrative Assistant, Staci Engler, will begin work on the 19th of January. Criselia further advised that two Emergency Services Dispatcher (ESD) candidates are going through the hiring process.

Roundtable Discussion

Karl Jonasson noted that he will be starting his rotation as a voting member of the RiverCom Administrative Board representing the Operations Group. If members have any concerns they should feel free to bring those concerns to his attention. He may be contacted at: 509-421-5575 or kjonasson@lcch.net Karl reminded the members that joint issues will be brought before the Operating Group for discussion.

Kay McKellar reported that the RiverCom 911 Public Education Program is gearing up for spring classes in the schools as well as group events. If you are having an event she asked that you contact her to participate.

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Karl requested that Kay provide him with a rough draft of the Operating Group minutes prior to the Wednesday Administrative Board meeting.

Phil Mosher discussed FCC mandated narrow-banding. By 2013 public safety agencies must be narrow-band compliant. He suggested that RiverCom secure an EMS dispatch frequency prior to that time.

Phil touched on the Sparling 10 year, \$12 M project. He reiterated the importance of adhering to the State rules and regulations on the award of contracts so as not to get in to trouble with the State Auditor.

Karl extended congratulations, and in doing so advised the members that Phil Mosher accepted the position of District Chief for CCFD#6. Radio call-sign 6-0-1. His office is at the Monitor fire station.

Director Tirapelle noted that with the recent Chelan Butte radio outage it would have been much quicker process to alert the first responders if the entities had previously set-up a My StateUSA page group with their members. Karl advised that LCCH will be installing duty-phones that will go direct to the duty officer.

Director Tirapelle advised that Mike Dingle, DCSO EM would not be able to attend some of the 2010 ROG meetings due to scheduling conflicts. The members were asked if they would prefer to elect another chair person. Karl, Jeff and Phil said they are willing to cover the meetings if Mike is unable to attend.

Director Tirapelle advised the City of East Wenatchee is working on an ordinance concerning cell service providers (sites and towers). She will attend the East Wenatchee Council meeting tonight to encourage them to include language in their ordinance that sets aside space on towers for public safety use. As we move toward narrow-banding more sites will be needed to maintain the same signal coverage.

Jerry advised that the current Chelan Butte radio problem has been identified as a Verizon telephone line problem. Verizon is on the way to make the repairs.

Meeting adjourned at 12:15 p.m.

Next meeting: February 9, 2010.