.

Eastside Public Safety

Communications Agency



**Executive Board**

**City of Bellevue**

**City of Kirkland**

**City of Redmond**

**City of Mercer Island**

**City of Issaquah**

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**EXECUTIVE BOARD**

**SUMMARY OF MINUTES**

November 12, 2020 Virtual Meeting

10:30 a.m.

PRESENT: Kurt Triplett

ALTERNATES: Malisa Files (Angela Birney), Steve Heitman (Jessi Bon), Jay Hagen (Brad Miyake)

ABSENT: Scott Behrbaum (Mary Lou Pauly)

OTHERS PRESENT: Scott Hatfield, Kale Fong

1. Call to Order

The meeting was called to order at 10:33 a.m. by Kurt Triplett, who presided.

1. Roll Call

3. Approve Agenda

 Malisa Files motioned to approve the agenda, it was seconded by Steve Heitman and carried

 4-0.

4. Consent Agenda

 a) Approval of the minutes of October 8, 2020 – Scott Hatfield

 Jay Hagen motioned to approve the Consent Agenda, it was seconded by Malisa Files and

 carried 4-0.

5. Action

a) 2021-2022 Budget and Access Fee – Scott Hatfield

Scott Hatfield presented the 2021-2022 Budget and Access Fee to the Board. He highlighted some of the changes such as increased budget for the Executive Director due to anticipated extra travel costs as the PSERN project progresses and lower interest earnings due to the pandemic. The Operations Committee vetted and recommended approval of the budget to the Board.

Jay Hagen motioned to approve the 2021-2022 Budget and Access fee, it was seconded by Steve Heitman and carried, 4-0.

6. Reports

 a) PSERN, Master Switch and console cutover - Scott Hatfield, Kurt Triplett

Scott Hatfield reported that the first attempt in the cutover resulted in extended site-trunking. It was later determined that 2 consoles had been programmed with the same code plug. This was corrected and the second attempt for the cutover was scheduled on October 22, 2020 and was successful except for a paging issue. The paging issue is being addressed. The City of Bothell is replacing Fire Station 45 which will require the relocation of EPSCA equipment. Bothell has no funding set aside to move EPSCA equipment nor to build a temporary shelter to house the equipment. Bothell intends to cancel the lease and renegotiate a new lease where EPSCA is responsible for moving costs. The RCB may have funds available for the relocation.

b) Transition and Training - Mark Hagreen

Mark Hagreen reported that the PSERN schedule has remained stable over the summer. However, higher elevation site construction will not be complete until next summer. The primary bounded area sites are on schedule. All 62 PSERN leases are complete. PSERN is requesting and answer from user agencies regarding encryption by December 15, 2020. Procedures for early radio replacement deployment have not yet been provided by PSERN due to a disagreement over what accessories should be on the radio. Final radio inventory requests will be due January 2021. PSERN has hired a DAS/BDA coordinator to assist with the transition of DAS/BDA systems to PSERN.

c) EPSCA ILA 2 Status – Kurt Triplett

Kurt Triplett reported that each EPSCA city needs to pass the EPSCA ILA 2 so that we may gave a voice on the new PSERN governing body.

7. Other/Information

8. Executive Session

9. Adjourn

Being no further business, meeting ended at 11:39 a.m.

Next Meeting

Calendared for

January 14, 2021