



Eastside Public Safety Communications Agency

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EXECUTIVE BOARD SUMMARY OF MINUTES

March 9, 2017
10:00 a.m.

Redmond City Hall
Trestle Room, Lobby Level
Redmond, Washington

PRESENT: Kurt Triplett, Steve Heitman

ALTERNATES: Mark Risen (Brad Miyake)

ABSENT: John Marchione, Bob Harrison

OTHERS PRESENT: Dave Jokinen, Scott Hatfield, Jessie Morgan, Roy Kyser

1. Call to Order

The meeting was called to order at 10:068 a.m. by Kurt Triplett, who presided.

2. Roll Call

3. Approve Agenda

Scott Hatfield requested Item 5b) be taken off as an action item due to the lack of a super-majority. Mark Risen motioned to approve the amended agenda, it was seconded by Steve Heitman and carried 3-0.

4. Consent Agenda

a) Approval of Payment Vouchers: the following voucher/warrants were approved for payment: Voucher (warrant) numbers 6336 through 6353 for a total of \$50,355.16 as well as various credit card purchases made on January 9, January 11, January 27 and February 28, 2017 totaling \$1,576.28.

b) Approval of Minutes of January 12, 2017

Steve Heitman moved to approve the Consent Agenda, it was seconded by Mark Risen and carried 3-0.

5. Action Items

a) Approval of Primary Bank Change

Scott Hatfield reported Bank of America advised EPSCA that they would no longer be handling our banking services because they are moving away from government accounts with a deadline of April 17, 2017. After a research process, Columbia Bank has provided us with a quote that is \$100-\$150 less per month with no loss of services. This change does not require an RFP, this has been verified with the State Auditor's Office.

Last month the Operations Committee recommended that Columbia Bank be our new primary bank for checking, credit cards and lockbox services. There will be no change to our account at the Local Government Investment Pool (LGIP) which is where the bulk of funds are held. Mark Risen motioned to approve Columbia Bank as EPSCA's new primary bank, it was seconded by Steve Heitman and carried 3-0.

b) Approval of Bylaw Change Making Correction to RCW

Scott Hatfield reported that during our audit a typographical error was found in our Bylaws, the RCW referenced was missing the final numerical digit. Due to the lack of a supermajority, no action was taken today, this will be on the agenda for the next Executive Board meeting.

6. Reports

a) PSERN Report

Kurt Triplett reported that site procurement issues continue to be problematic and are a top priority. City of Seattle continues to have concerns regarding in-building coverage. Scott Hatfield reported that Motorola has been asked to provide coverage maps comparing today's coverage with the future coverage provided by PSERN. These maps will be disseminated to the Operations Committee and Executive Board. In general, these maps show tremendous improvement in coverage from today.

b) Channel Reduction Testing

Scott Hatfield introduced our new Motorola Account Manager, Roy Kyser. In the PSERN project, there is an extensive test plan that is about 2 years out. In order to do the testing, the current system would need to lose some capacity and not get it back. Motorola requested 48 channels from the current system for testing, this would cut the capacity of our systems in half, the request has been refused. EPSCA can possibly give up 9-10 channels at the most. In order to test whether or not we can give up 9-10 channels, EPSCA will relinquish the channels for a period of 30 days and with this data, decide how many channels can be turned over to Motorola for testing.

b) Norway Hill Tower Move

Scott Hatfield reported that PSERN is re-using some of EPSCA's sites. At Norway Hill, the foundation is poured for the new tower. Initially, the old tower where EPSCA's equipment resides was to stay in place but now the City of Bothell wants to tear down the old tower and have EPSCA operate from the new tower. This will cause a minor disruption of service during the changeover. Coverage for the City of Bothell will be affected but outside of Bothell should not be affected.

7. Other/Information

After discussion it was decided that there was no need for an April meeting. Scott Hatfield reported that the Election of Officers will be held at the May meeting. Amendment of the Bylaws to correct the RCW reference will also be on the agenda.

8. Executive Session

None.

9. Adjourn

Being no further business, meeting adjourned at 10:51 a.m.

**Next Meeting
Scheduled for:**

**May 11, 2017
10:00 a.m.**