Eastside Public Safety

Communications Agency



**Executive Board**

**City of Bellevue**

**City of Kirkland**

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**City of Mercer Island**

**City of Issaquah**

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**OPERATIONS COMMITTEE**

**SUMMARY OF MINUTES**

September 28, 2017 Redmond Public Safety Building

1:30 p.m. Media Conference Room

 Redmond, Washington

PRESENT: Dave Jokinen, Greg Tryon, Chris Wilson, Tim Dahl

ALTERNATES: Robert Clemmons (Sheryl Mullen), Paul Smith (Gary Anderson)

ABSENT: Todd Dickerboom, Pat Arpin, Todd Aksdal, Tim Day

OTHERS PRESENT: Scott Hatfield (via phone), Jessie Morgan

1. Call to Order

The meeting was called to order at 1:34 p.m. by Dave Jokinen, who presided.

1. Roll Call

3. Approve Agenda

Greg Tryon motioned to approve the agenda, it was seconded by Tim Dahl and carried 6-0.

4. Consent Agenda

1. **Approval of Minutes of April 27, 2017**

Greg Tryon motioned to approve the consent agenda, it was seconded by Chris Wilson and carried 6-0.

5. Action Items

6. Reports

 **a) Staffing Update**

Dave Jokinen reported that Scott Hatfield has become a contractual employee. Scott Hatfield reported that he is working remotely for EPSCA from Indiana. He returns to Redmond about once per month. Things are going well, Jane Christenson assists with the signing of documents. All of Scott’s contact information remains the same for our subscribers. Jessie Morgan reports that she has been offered a position at Redmond Finance and she has accepted it. She will transition to Redmond Finance, starting with one day per week and then a full transition plan will be developed with Kurt Triplett, Jane Christenson and Scott Hatfield.

 **b) PSERN Update**

Scott Hatfield reported that PSERN has made a tremendous amount of progress. All but a few of the leases are in place for the tower sites. Some sites have been built and are awaiting equipment. One of the bigger issues for PSERN is in-building coverage and a task force has been created to explore ways to improve the expected in-building coverage. PSERN announced at their last Board meeting that they will not meet their scheduled completion date. PSERN does not know how delayed the project would be but the Tech Committee estimates a 1 year delay. It is getting more and more difficult to keep the current system in operation due to obsolete parts and the lack of manufacturer system support. Dave Jokinen reported that Carla Clark is the outreach coordinator for PSERN and is interested in meeting with EPSCA subscriber agencies to disseminate information.

7. Other Information

8. Executive Session

 None

9. Adjourn

 Being no further business, the meeting was adjourned at 2:10 p.m.

**Next Meeting**

**Calendared for**

**October 26, 2017**