

THURSTON 911 COMMUNICATIONS
OPERATIONS BOARD MEETING MINUTES
MONDAY, August 20, 2018 @ 1:00 P.M.

MEMBERS PRESENT:

Mike Buchanan, Vice Chair – Olympia Fire Department
Steve Brooks – Lacey Fire District #3
John Wood – Thurston County Fire Chiefs Association
Kurt Hardin – Emergency Services Director
Gordon Phillips – Thurston County Sheriff's Office
Tim Braniff – Sheriff's Office
John Weiks- Tumwater Police Department
Kurt Hardin – Medic One
Ronnie Roberts – Olympia Police
Ben Miller-Todd – Medic One

TCOMM STAFF:

Keith Flewelling – Executive Director
Wendy Hill – Deputy Director
Bré Skaggs – Administrative Assistant
Jason Wilson – Systems Administrator
Jeremy Prine – Radio Systems Manager
Jonnica Elkins – Operations Supervisor

GUESTS: None

Call to Order

Chair, Tim Braniff called meeting to order at 1:00 p.m.

Approval of Agenda & Minutes

M/S/C approval of the August 20, 2018 agenda (Roberts/Buchanan)

M/S/C approval of the June 18, 2018 Operations Board meeting minutes (Roberts/Buchanan)

Informational: July 11, 2018 Administration Board Minutes

Correspondence – None

Public Testimony – None

Subcommittee Reports

Radio Services – J. Prine reviewed the current Radio Systems Report (attachment). Updates included:

- 4 main projects to work on in 2018: (see attachment)
 1. Replacement of legacy microwave systems test platforms: Haven't done anything with this yet. D. Taylor has the RMA written up or is in the process to submit that and get quotes. Hasn't been completed.
 2. Replacement of the Crawford MTN backup generator. Pushed to next year due to competing projects.
 3. Bald Hills solar off-grid system expansion. On hold but if they have time at the end of the year they are going to get that done.
 4. System level repair of microwave antenna networks – As they come up.

THURSTON 911 COMMUNICATIONS
OPERATIONS BOARD MEETING MINUTES
MONDAY, August 20, 2018 @ 1:00 P.M.

- No progress on Evergreen State College radio and WSP rebroadcast in analog. – Hasn't moved forward yet.
- St Peter hospital in-building coverage. St. Peters has contracted with Adcomm Engineering for Design and Project Management. Adcomm Engineering is reviewing system for possible improved designs and project scheduling.
- Tac 2 North area coverage Issues: Changed the filters at Dupont for improved reception and tested for operation. – Hasn't moved forward yet.
- Jeremy Prine & David Taylor attended Technician Tower Climbing Training and Certification. This will allow them to troubleshoot instead of having to contract it out.
- Tac 9 – There were some issues that came up. With some troubleshooting, they made sure everything was working on our end. One location it was just pure geographic. The other area was up by the hospital on the West side.
- Tac 1 – Switching to an older style version voters that works better because of the audio issues that we've had over the years. They are still in the process of testing it but D. Taylor will send out an email to everyone it'll effect before switching over.

IT Services – J. Wilson reviewed the current IT Project List (attachment). Updates included:

- The building security project is almost complete. They're just tying up some loose ends with the older system
 - Board members can have a KeyCard just contact us and we'll get you a key card.
 - Question about if older cards can be used on the new system. IT will test that tonight after the meeting.
- Project 3 – They've troubleshot and ready to deploy in October once they're done with the building security project.

FLAC Subcommittee Report –

- **Repetition of Radio Transmissions** – S. Brooks stated that we've made a lot of technological advances with the use of MCTs and active 911 but we've never changed the way process of our radio transmissions. **Is there a need to continue to have a dispatcher to repeat every transmission twice vs just singular dispatch?** Agreed everyone would take this question back to their departments and come back in September with a better idea of how everyone feels about reducing double transmissions by dispatch.
- **Multiple Tow Requests** – G. Phillips requests that when we have a scene that requires more than one tow, that they can contact the next company in line and they can do both tows. They contacted the tow companies on their list and they don't have a problem with that request. It's actually in line with WSP and how they tow multiple vehicles. Keith will do the research to make that happen and will change the policy but will send out a notification when it's done.
- ***Call Types (Grass 1; Grass 2)** – M. Nelson wanted to know if these call types are still in use. He stated that they very rarely see them and typically they're sent out as Brush 1; Brush 2. The response from fire isn't different between the two so if they're not using it why have it. Tim and Jan will pull the numbers and contact Cathy Moe to find out a bit more information and will have it ready for the Sept. meeting.
- ***MCI Notifications** – M. Buchanan would like to know if Chief Officers can be attached to the MCI call types. Tim stated that he could do that in CAD and no one seemed to have a problem with adding them. Tim stated that only on the initial dispatch are the notifications sent out but subsequent dispatches don't trigger that notification. TCOMM will send an email when it's done.

THURSTON 911 COMMUNICATIONS
OPERATIONS BOARD MEETING MINUTES
MONDAY, August 20, 2018 @ 1:00 P.M.

- ***2019 Repeater Project** – M. Buchanan asks that one of their channels be repeated. He has already spoken with David Taylor about this and they just never got it on the agenda. David has already figured out a way to do this without having to touch every radio in the County although Jeremy believes there would need to be purchasing of some equipment. K. Flewelling states they will try to work it into the budget.
- HIRL still doing some testing before we go live. As soon as we finalize it we'll let you know when we're ready to switch over.

Old Business

Public Safety Radio Systems Replacement Project – K. Flewelling has decided that we will pursue increasing the one tenth of one percent sales tax. Legislators feel like it's a good time to try. One legislator that he's spoken to seems favorable to sponsor it. He talked with other Counties who want to raise it as well so it won't just be Thurston County. We would have to get Legislative and then voter approval in Thurston County in order to do this.

Non-Member Application Status – K. Flewelling reported on the Chehalis Tribal Police migration to TCOMM911 (spreadsheet attached) most is not applicable to most at the meeting. Keith will be initiating communications on when, how, procedures and policy. Keith will be the liaison with Gray's Harbor as well to make sure there are no problems there. Switch over to TCOMM is tentatively scheduled for October 1st. With our communications center remodel we may need to push that out to the middle or end of October but everyone will be kept in the loop if that's the case.

Communications Center Remodel – W. Hill remodel project is moving forward. The large and small conference rooms have been reserved starting Sept 1 through the end of November, so all of the Board meetings will be at other locations (schedule sent out previously). Sept 11th dispatch is being moved downstairs with them hopefully being moved back upstairs to the remodeled Communications Center November 5th. Wendy asks for everyone's patience.

New Business

Multiple Tow Requests – G. Phillips

- K. Flewelling brought up that **Paul Bressi from Nisqually Towing** spoke to the board and raised concerns regarding the new policy of allowing more than one tow from a single company and stated it is unfair to the single truck companies.
- TCOMM is a manager of the system but that we do not set the rules. The law enforcement agencies set the rules for us and we manage the rotation and that we operate as your agent in that regard. So if there was a question about how the rules were made up that he would have to contact the rule makers.
- G Phillips states that when he spoke with Paul Bressi, that he didn't have a problem in regard to his company but was worried about single truck companies. He also reached out to other tow companies himself and no one was worried.
- No other members saw an issue with how the new tow requests go through.
- M/S/C to make a recommendation for the Admin Board – (Wood/Roberts)

THURSTON 911 COMMUNICATIONS
OPERATIONS BOARD MEETING MINUTES
MONDAY, August 20, 2018 @ 1:00 P.M.

Excited Delirium Dispatch Package – K. Hardin reports they've been looking at dispatch protocols for Excited Delirium. They're looking at the same package/criteria as a CPR Dispatch and adding an extra engine into the dispatch process for calls labeled as Excited Delirium. The time to figure out you're lacking on manpower is not on scene. They're doing a series of training with LE/Fire departments. The training allows both law enforcement and fire to understand what the expectations are when they arrive on scene. He states it's not necessarily changing anything; it's reinforcing what both sides are doing. We're just adding additional manpower to a process that we already have in place.

- Keith Flewelling - TCOMM would have to build a call type.

Next Meeting: (Joint w/Admin Board) October 3, 2018 @ 3:30 – 5:00pm

Location: Lacey Fire District 3 – Station 31

Address: 1231 Franz St SE, Lacey, WA 98503