

Thurston 911 Communications
Administration Board Meeting Minutes
Wednesday, February 2, 2022 @ 3:30 P.M.

Meeting was held via teleconference call.

Members Present:

Administration Board:

Lenny Greenstein – Chair, City of Lacey, Councilmember
Leatta Dalhoff – Vice-Chair, City of Tumwater, Councilmember
Sylvia Roberts – Lacey Fire District #3, Fire Commissioner
Meredith Hutchins – Thurston County Fire Commissioners Association, Fire Commissioner
John Snaza – Thurston County Sheriff's Office, Sheriff
Gary Edwards – Thurston County Board of County Commissioners, County Commissioner
Holly Smith – City of Yelm, Councilmember
Lisa Parshley – City of Olympia, Councilmember

TCOMM staff:

Wendy Hill – Executive Director
Cathy Jones-Gooding – Deputy Director
Aaron Moe – Human Resources Manager
Carla Mai – Financial Manager
Jeff Myers – General Counsel
Bre Skaggs – Administrative Assistant

Call to Order

Chair L. Greenstein called the meeting to order at 3:30 p.m.

Approval of Agenda/Consent Agenda & Minutes

M/S/C approval of the February 2, 2022 agenda/consent agenda. (J. Snaza/M. Hutchins)
M/S/C approval of January 5, 2022 Administration Board meeting minutes (J. Snaza/M. Hutchins)

Correspondence – None

Public Testimony – None

Introductions: Introductions were made for those in attendance, and to welcome two new Board members.

Executive Director Report: W. Hill updated the board on current agency happenings. Highlights include:

- TCERN Project
 - No changes to the project schedule since the last update. Civil site work continues. Shelters are now in the approval process by L&I and there should be a delivery date received soon. Subscriber equipment – Law enforcement portable and mobile radios have been ordered. Installations will begin once the products arrive. NFPA 1802 – Motorola offered a newer model APEX radio for fire users. This information was brought to the Operations Board who decided to keep the portables already ordered.
- COVID-19 Update

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- Several cases of COVID at TCOMM over the past several weeks, but none appear to be from internal transmission.
- L&I received two complaints on how we are handling employee health and safety at TCOMM, and we filed our response to the allegations on January 14th. As with the first complaint filed in early 2021, we believe we are taking all precautions necessary to keep our staff safe. This includes frequent communication to staff, and updating our masking directive per recent changes from L&I stating dispatchers must be masked at their console unless proof of vaccination is verified by Human Resources.
- **Legislative Update**
 - SB 5555 Certification for Public Safety Telecommunicators is now SSB 5555. Received well by the legislators with minimal opposition. This bill will put a certification process in place for the primary PSAPs in Washington State so Telecommunicators are being trained consistently across the state. The bill also designates Public Safety Telecommunicators as First Responders.
 - HB 1703 is progressing through the House. It is the bill that modernizes the 911 RCWs already on the books. The bill has cleared the initial policy committee and is set to clear the Appropriations Committee before heading to the House floor and on to the Senate.

Old Business

Solacom Phone System Update: W. Hill stated the root cause analysis of the recent phone system outage on January 11th was determined to be equipment failure at TCOMM. The vendor was on site the following evening and the equipment was replaced on January 14th. While the vendor has increased its level of responsiveness to the ongoing issues and concerns the consortium has with the Solacom Guardian system, we have engaged our legal representatives in all discussions moving forward. Solacom responded to the first letter sent which was deemed unsatisfactory. A second letter was sent and a response from Solacom is expected Friday, February 4th.

New Business

Staffing Update: A. Moe stated recruitment is ongoing and a new hire academy is scheduled to start on March 14th. Eight candidates have moved forward to the psychological evaluation with a debrief scheduled for February 3rd. We are currently down 7 positions as of February 1st. Once the March 14th academy is filled TCOMM will immediately begin working on the next recruitment cycle.

Staffing MOU: W. Hill requested authorization from the Administration Board of Directors to extend the WSCCCE 618C and IAFF L468 Memorandum of Understandings (MOU) regarding temporary overtime and on-call procedures through May 31, 2022. The additional cost of overtime paid under this program is approximately \$12,000 per month This amount can be covered with salary savings from the vacant FTEs.

Resolution 2022-03 authorizing the Executive Director to execute an extension of the MOUs through May 31, 2022.Staffing MOU M/S/C (J. Snaza/L. Dahlhoff)

Meeting adjourned: With no further business or good of the order, the Board meeting adjourned at 3:58 pm.

Next meeting: March 2, 2022 @ 3:30 pm