

**Thurston 911 Communications**  
**Joint Operations Board and FLAC Meeting Minutes**  
**Monday, March 20, 2023 @ 1:00 P.M.**

**Meeting was held via Zoom and in person.**

**OPERATIONS BOARD:**

Steve Brooks – Chair, Lacey Fire Department  
Jon Weiks – Vice-Chair, Tumwater Police Department  
Todd Carson – Olympia Fire Department  
Ben Miller-Todd – Thurston County Medic One  
Robert Almada – Lacey Police Department  
Rob Carlson – Yelm Police Department  
Rich Allen – Olympia Police Department  
Brian VanCamp - TC Fire Chiefs Association (South Bay Fire Department)

**FLAC MEMBERS:**

Jim Mack, Chair, Lacey Police Department  
Brad Watkins – Thurston County Sheriffs Office  
Sam Costello – Olympia Police Department  
Chris Patti – McLane Black Lake Fire Department  
Mark Gregory - Bald Hills Fire Department

**TCOMM STAFF:**

Wendy Hill – Executive Director  
Aaron Moe - Human Resources Manager  
Tim Klotz – Information Systems Administrator  
Landon Hansen – Sr. Radio Systems Technician  
Jonnica Elkins - Operations Supervisor  
Bre Skaggs – Administrative Assistant

**Guests:**

Tillman Atkins – Yelm Police Department  
Maria Rodriguez – Tenino Police Department  
Ruben Mancillas – Thurston County Sheriffs Office

**Call to Order**

FLAC Chair J. Mack called the meeting to order at 1301 hrs.

**Approval of Agenda & Minutes**

Approval of March 20, 2023 Agenda  
Approval of the February 14, 2023 FLAC meeting minutes **M/S/C (C. Patti/B. Watkins)**  
Approval of the February 27, 2023 Operations Board meeting minutes **M/S/C (J. Weiks/S. Brooks)**

**Correspondence - None**

**Public Testimony - None**

**SUBCOMMITTEE REPORTS**

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**I.T. Services** – T. Klotz stated the two-tones are being tested through USDD. Minor issues being working on, one of which is when the two-tones are utilized USDD sends it out on all four channels. The TEC back up center is still in progress waiting for the installation of phones and the connection to CRESA. The CAD system is up and running.

**Radio Systems** – W. Hill provided an update on the true up subscriber summary agreement. Most of the agreements have been signed and returned to TCOMM. Once all of them have been received the final subscriber equipment order can be placed with Motorola. There will be a 9-12 month turn-around for the equipment once the order has been placed.

L. Hansen provided a few TCERN updates. All of the base stations that have been received have also been programmed. The receiving list is being prepared and agencies will be contacted shortly for those to be issued. Motorola stated that the vehicle portable chargers originally anticipated for the end of March have not been shipped as of yet and they will provide an update as soon as available. During the last half of April a microwave installation team will be deployed to install backhaul equipment at several sites. The Hawks Prairie shelter has been completed and will be shipped once it receives the gold seal by the State.

**OPERATIONS BOARD**

**Election of Operations Board Officers** – S. Brooks called for nominations for the Chair and Vice-Chair for the 2023-2024 term.

S. Brooks nominated J. Weiks for Chair. There were no other nominations. M/S/C to appoint J. Weiks as Chair of the Operations Board for 2023-2024.

S. Brooks nominated T. Carson for Vice-Chair. There were no other nominations. M/S/C to appoint Todd Carson as Vice-Chair of the Operations Board for 2023-2024.

**TCOMM Staffing Update** - W. Hill gave a brief staffing update. The Deputy Director recruitment is currently in progress with a final candidate name brought to the Administration Board for approval at the April 5<sup>th</sup> meeting. A notification will be sent to user agencies shortly after announcing the successful candidate.

Telecommunicator recruitment is on-going. The second academy of 2023 is in it's third week with three new dispatchers. The next academy will take place in May. There will be five academies in 2023 with the hopes of becoming fully staffed by the end of the year. TCOMM will be attending a few recruiting events in the following weeks. One at JBLM on April 5<sup>th</sup> and another at SS911 on April 15<sup>th</sup>.

**FLAC**

**NOAMR/NOOLY Implementation Update** – No updates at this time and will be brought up at the next FLAC meeting in April.

**C3 Pathways Unit Designators in CAD** – J. Elkins stated that after training, limitations in CAD for contact teams was found. After working with TCOMM's IT staff it was determined the teams could be built but each contact can only include police and a separate one would need to be made for fire units. More testing is needed and once complete an email will be sent out with the CAD notes for user agencies to look over.

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**Type Code Discussion** – J. Elkins stated after several discussions with other Communications Centers and with TCOMM user agencies multiple suggestions were made to change the type code ‘Mental’ to ‘Crisis’. A motion was made to bring forward the change for type code ‘Mental’ to ‘Crisis’ to the Operations Board for approval **M/S/C (J. Mack/C. Patti)**

**Election of Officers** – W. Hill asked the FLAC members if they wanted to proceed with a formal Chair and Vice-Chair or have a more informal committee. A discussion took place and it was determined to keep the Chair/Vice-Chair and off-set voting from Operations Board by a year. The next FLAC Chair/Vice-chair vote will take place in March of 2024.

**Operations Board Type Code Change Vote:** A discussion took place briefing Operations Board members on the reasoning for the change. A motion was made to change the type code ‘Mental’ to ‘Crisis’ with a tentative effective date of May 1, 2023. **M/S/C (S. Brook/R. Allen)**

**Meeting adjourned:** With no further business or good of the order, the Board meeting adjourned at 1:36 pm.

**Next Meeting:**

FLAC April 11, 2023 @ 1 pm

Operations April 17, 2023 @ 1 pm.