

SPECIAL MEETING
SPOCOM GOVERNING BOARD
AUGUST 20, 2018

Meeting Minutes

1. Call to Order and Roll Call

Bryan Collins called the meeting to order at 1:00 p.m. The following Board members were in attendance:

Bryan Collins, SPOCOM Chair
Brian Asmus, SPOCOM Vice Chair
Brian Schaffer, City Fire
Theresa Sanders, City of Spokane
Craig Meidl, SPD
Gerry Gemmill, Spokane County
Ozzie Knezovich, SCSO
Mark Werner, SVPD

Others in attendance were:

De Hicks, SCGI
Donnie Quitugua, SCGI
Steve Reinke, Executive Director
Kirstin Davis, SPOCOM
Ariane Schmidt, Regional PM

Executive Director Steve Reinke was introduced. Mr. Reinke will work for the Board part time until after Labor Day at which point he will begin working full time. He started his career in consolidated centers in Bremerton in 1976 and has worked in several since that time. He recognizes the concerns that accompany transition, and he plans to work collaboratively in a partnership with the Board and staff.

1. Minutes

- a. Review and Approve Minutes from Strategic Planning Sessions July 31st, August 1, and August 2.

Brian Asmus motioned to approve the minutes from the Strategic Planning Sessions July 31, August 1, and August 2. Gerry Gemmill seconded, and the motion carried.

2. Transition Update

a. Public Announcement and Public Education

Kirstin Davis reported that a press release had just gone out to announce Steve Reinke's appointment as Executive Director. The Board and attendees then viewed a video outlining the reasoning behind the program, the history leading to this point, and the benefits of the change. This video will be available on social media. A one sheet handout was then presented which also outlines elements of the program. A landing page was then viewed which consistently explains interoperability and improved time on EMS responses as well as improved overall service. A timeline from 1998 to present is also included. The video, landing page, and handout all convey a consistent message. Board members will be sent direct links for these. Kirstin Davis requested direction from the Board to approve releasing this material. Board members present at this meeting approved releasing the material. Brian Schaeffer will contact Randy Johnson with Spokane County Fire District 4 and Cody Rohbrach with Spokane County Fire District 3 for their approval.

b. Entity Naming and Logo

Ariane Schmidt reported that some domain names (including SPOCOM911.org) have already been reserved so they won't be taken prior to a final decision being made on the entity's name. An abundance of feedback and input has been received regarding entity names and logos. Board members were encouraged to seek input from staff within their organizations. As of right now SPOCOM is being used, and this can continue to be used as a placeholder until the general ledger moves over. It was noted that the legal name in the ordinance is Spokane Integrated Communications Center Public Authority, but SPOCOM is also used. Kirstin Davis stressed the importance name consistency to avoid confusion when talking to the public. The ordinance refers to SPOCOM but that doesn't bind us to use it. The Board was in favor of continuing to use SPOCOM for now until a permanent name is chosen. Employee recommendations can be communicated to Steve Reinke. It was noted that choosing a logo is not as time sensitive. Ariane Schmidt indicated that a domain name is needed so an email address can be created for Steve Reinke and minutes can be shared without requiring individuals to log into SharePoint. This will initially be managed by a host site but will then move over to an Exchange server which will be cached for public records compliance.

c. HR Discovery Update

Ariane Schmidt reported that City and County have both supplied Archbright information regarding positions and benefits as well as a roster for review. After Labor Day Archbright will work with Steve Reinke. He indicated that one of his first priorities is to identify representatives from each group, and this does not have to be just the labor groups. He then stressed the importance of transparency. SPOCOM needs to come together with staff to develop

administrative policies, and it will be difficult for City/County to bargain until this is done. Mr. Reinke will meet with both Human Resource Directors August 21.

d. Upcoming Financials Overview

The finance subcommittee will meet following this Board meeting. The Strategic Plan outlines the importance of financially planning for today but also looking ahead for long term sustainability.

e. Insurance Procurement

Steve Reinke stated that insurance is vital for a new organization. He recently saw presentations from WCIA and Enduris in Cowlitz County, and he noted that they were both close on price. He indicated that WCIA offers classes and rating history. Insurance will be needed up front for Board and staff for Errors and Omissions. Immediate needs will be addressed, and then information needed for underwriting will be gathered. Mr. Reinke will begin working on short term coverage for now and will work on phase 2 moving forward.

3. Review Applications for Public Employment

a. Executive Session Announcement

Bryan Collins adjourned the meeting to Executive Session at 1:33 p.m. He indicated that Executive Session would begin at 1:38 p.m. following a 5 minute break. He expected Executive Session to last approximately 30 minutes. The Executive Session was extended for 10 minutes at 2:08 p.m. The Executive Session was extended for an additional 5 minutes at 2:18 p.m. The meeting was called back into regular session at 2:23 p.m.

4. Next Meeting

The Board will determine a date for the next meeting.

5. Adjourn

Theresa Sanders made a motion to adjourn the meeting. Craig Meidl seconded the motion. The meeting was adjourned at 2:25 p.m.