

Special Meeting Minutes  
Spokane Integrated Communications Center Public Authority  
September 20, 2018

**1. Call to Order and Roll Call**

Chief Bryan Collins called the meeting to order at 7:38 a.m. The following Board members were in attendance:

Board Members

Chief Bryan Collins (Chair) – Spokane Valley Fire Department  
Sheriff Ozzie Knezovich – Spokane County Sheriff's Department  
Chief Brian Schaffer – Spokane Fire Department  
Chief Mark Werner – Spokane Valley Police Department  
Chief Cody Rohrbach – Spokane County Fire District 3  
Theresa Sanders – City of Spokane  
Gerry Gemmill – Spokane County

Board Alternate

Undersheriff Jeff Tower, SCSO

Staff

Steve Reinke, Executive Director

Auxiliary Partners/Guests

Ariane Schmidt, Regional Project Manager  
Laura McAloon, McAloon Law  
De Hicks, SCGI  
Donnie Quitugua, SCGI  
Amy McCormick, Spokane County 911  
Valerie Keegan, SRECS  
David Heglin, SCSO Dispatch  
Kirstin Davis, Spokane County 911  
Cherell Yates, Spokane County 911

A. Review and Approve Minutes from September 6, 2018 Special Meeting.

Jeff Tower motioned to approve the minutes from the September 6, 2018 Special Meeting. Mark Werner seconded. All were in favor. Motion carried.

**2. Action Item**

A. Interlocal Agreement with the Washington Cities Insurance Authority

Steve Reinke explained at the last meeting the Board advised to move forward with joining the Washington Cities Insurance Authority (WCIA). The interlocal agreement and a document establishing and describing the delegate's responsibilities were included in the Board packet. Teresa Sanders moved to approve the interlocal agreement and delegate form. Chief Cody Rohrbach seconded. All were in favor. Motion carried.

**3. Discussion/Possible Action Items**

A. Cheney Police Department Funding Request

Steve Reinke asked if the Board wished to establish a process to address these types of requests. Amy McCormick recalled the now disbanded Policy Board did not approve a prior, similar request from Cheney. Bryan Collins recalled the previous Policy Board tabled Cheney's second request for the future Board of the Integrated

Center to address. Theresa Sanders said the time is right to establish funding policy and make a clear statement on how the process will work depending on whether an agency is inside or outside the integrated system. Amy McCormick explained when the decision was made to upgrade the system, Cheney was included and benefitted based on past precedent. Theresa Sanders stated as a Board member she felt that the investment should not be made to those outside the system and in essence it is spending the money twice.

Steve Reinke asked whether the Board had the authority necessary to make the policy decision. Laura McAloon explained the funding authority comes from the BoCC and the Board would could establish policies to make recommendations to the BoCC on financial matters related to the use of 911 and sales tax funds. Steve Reinke explained the Board could make those recommendations until the agency is live and the County signs a resolution to transfer its responsibility for 911 to the new agency. Laura McAloon said there would have to be an interlocal agreement with the County to transfer the money since by statute, the tax money goes to the County. Theresa Sanders said the ordinance forming the new agency said the BoCC would approve the agency budget but the Board has authorization for expenditures, and Gerry Gemmill agreed that was the BoCC's understanding. Steve Reinke said it may be beneficial to contract with the County to provide financial services to the new agency. Laura McAloon explained by statute the Treasurer's office will provide those services.

Based on the Board's consensus, Steve Reinke suggested that staff write a letter to Cheney stating the Board does not support funding its request for the Chair's signature and the Board concurred.

**B. Resolution 2018-2 Social Security Enrollment**

Steve Reinke said an email was sent to staff members from their agencies asking whether or not they preferred to remain in Social Security. Jeff Tower said the responses overwhelmingly supported remaining in Social Security. Steve Reinke reiterated if the agency chose not to enroll in Social Security now, before joining PERS it is a lengthy process to enroll later and no Social Security contributions would be made by employees during that process, which would take about 5 months. Steve Reinke explained resolution 2018-2 is based on PERS' recommended language. Gerry Gemmill moved to approve the resolution. Ozzie Knezovich seconded. All were in favor. Motion carried.

**C. Resolution 2018-3 Enroll in PERS**

Steve Reinke approval of Resolution 2018-3 for agency enrollment in PERS. Theresa Sanders asked if that would affect City employees and Steve Reinke said City employees would still be eligible to remain in SERS if the City takes the actions necessary for that to be possible Theresa Sanders moved to approve the resolution. Chief Werner seconded. All were in favor. Motion carried.

**4. Executive Director Update**

**A. Entity Naming**

Kirstin Davis explained based on the responses from staff, the top two name choices were; Spokane Regional Emergency Communications (SREC) with 33% and SPOCOM with 22%. Bryan Collins stated it has been an inclusive process and the recommendation seems clear. Ozy Knezovich moved to approve SREC as the new

agency's name. Theresa Sanders seconded. All were in favor. Motion carried. Steve Reinke explained "SREC" domains were not available but SREC911 domain names were and asked he staff register those domains.

Kirstin Davis advised the Board she would head up an internal committee comprised of employees from the various agencies to design the agency logo.

**B. Transition Leadership Team**

Steve Reinke said a leadership team workshop was scheduled after the meeting and it would include what various leadership roles would look like and brain storming about the organizational structure and staffing model. He added he has a meeting with the Board's finance committee tomorrow at 1:30 to review costs.

**C. Financial Overview**

Valerie Keegan explained the BoCC approved an additional \$250,000 for transitional coats effective July 1, 2018 and \$85,000 has been spent thus far, noting the funds were from the 1/10<sup>th</sup> sales tax. She added she emailed the Treasurer's Office about serving as the acting bank for the new agency, similar to the agreement with the West Plains PDA. Amy McCormick added that the final phone system bill had been received from CenturyLink.

**5. Open/Public Comment**

None.

**6. Next Meeting**

The next Special Board meeting is scheduled for October 4, 2018 at 1:30 pm.

**7. Closed Meeting to Discuss Matters Related to Collective Bargaining**

A. As allowed by RCW 42.30.140(4)(a)

**8. Adjourn**

The Special Meeting adjourned at 8:07 am.

The Closed Meeting adjourned at 8:51 am.

Signatures:



Board Member  
Governing Board



Board Member  
Governing Board