

DRAFT

Southeastern Arizona Communications (SEACOM)
Joint Powers Authority (JPA)
Minutes of the Regular Meeting of August 12, 2021

Chair Mark Dannels called the meeting to order at 9:11 a.m. at SEACOM, 1728 Paseo San Luis, Sierra Vista, AZ, 85635.

Members Present:

Mark Dannels, Cochise County Sheriff's Office (CCSO) Charles Potucek, City of Sierra Vista (CSV); Mark Savage, Fry Fire District (FFD); Suzanne Harvey, Huachuca City (HC); OPS Committee Chair Billy Seamans, Fry Fire District (FFD)

Also Present:

Tom Alinen, Cochise County Sheriff's Office (CCSO); Adam Thrasher, Sierra Vista Police Department (SVPD); Jim Thies, Huachuca City Police Department (HCPD); Pablo Duarte, CCIT.; Chris Hiser, SVPD, Rich Karwaczka, Cochise County Administrator; Jon Buonaccorsi, Palominas Fire District (PFD); Michael Cline, SEACOM Director; Jennifer Osburn, City of Sierra Vista; Judy Lynn, Cochise County; Melissa Clark, SEACOM; Daniel Duchon, Cochise County

Call to the Public –No member of the public requested to address the Board.

Items 1 Approval of the Minutes for the July 8, 2021 Regular JPA Board Meeting (Action Item):

Mr. Savage moved the JPA Minutes for July 8, 2021 be approved as written. Mr. Potucek seconded the motion. The motion passed by unanimous vote of all Members in attendance.

Item 2: SEACOM Director Report:

Staffing: Current staffing level is 10 of 22 authorized full-time positions and 6 part time staff members. Due to the staffing levels they continue to seek ways to adjust to get the coverage at the times most needed but there will be shifts that are unfilled. The process of taking administrative calls is being examined to see if they can be deferred or rerouted. Bottom line the priority is protecting and supporting the staff they have.

Mr. Cline reported at a recent testing there were 12 attendees 6 of which passed to background. He will work closely with HR to keep this process moving. There are two conditional offers out that are expected to complete next week. There is a trainee currently working that is expected to complete her program and be on the console in October or November. Mr. Cline and staff recently attended a job fair and have two more lined up. It is Mr. Cline's intention to actively follow up with all contacts to develop better leads for applicants.

One issue with staffing is the ProQA system. Only dispatchers certified in the system can work the consoles. Even if he has bodies available if they don't have the credentials they can't help.

Going forward frontloading the ProQA training for new hires will be a priority. He will work with the vendor to secure the earliest training dates.

Mr. Potucek inquired what the timeframe for ProQA certification is. Ms. Clark stated it is about 2 weeks, EMD (3 days), EFD (2 days), and LED (2 days). They are also working on universal training. Mr. Potucek also asked about backup systems when computers go down as they did recently after a lightning strike. The only other option is radio dispatch if ProQA is not available. Regardless, they still have to know the CAD system. The subject of training National Guard members was discussed. It was felt their deployment was long enough it may be worthwhile.

Mr. Cline had released a RFQ for lodging in support of a potential program designed to bring out of town dispatchers here to work without the need to relocate.

The Law Enforcement Dispatch roll out went well.

Mr. Cline has been working on draft amendments to the SEACOM IGA between the City and County and the SEACOM Bylaws. Both documents are very preliminary and will be further developed by the member committee.

A last call for the San Simon Fire Chief was recently broadcast.

SEACOM received some good media coverage for a recent save during a cardiac event. This report reflects well on the agency, but it is only part of the story. They had a subsequent call and the patient did not make it.

Building updates, the ramp from the emergency exit is complete, the access keypad was replaced after it failed. Ms. Echernach continues to work on intermittent issues with the computer system.

Ms. Osburn provided a budget update. There is still a projected fund balance in excess of \$260,000 for FY 21. Mr. Potucek asked if there had been any changes to the current budget. Ms. Osburn stated there had been some expenses, but it is still balanced.

The Motorola contract should be \$350,000 next year and go lower as time passes.

ITEM 3: ERS Bridge:

Ms. Papatrefon had a meeting with Motorola regarding this ongoing issue. They continue to work on it but has not been resolved. She believes it is a coding issue. Mr. Savage stated this issue has been going on for over a year and we have been paying for something that is not working. Mr. Hiser stated the issue should be elevated as what is currently being done is not working.

ITEM 4: Intergovernmental Agreement and Bylaws Draft Discussion

Mr. Cline stated he had gone through the existing documents and made some changes and suggestions to the City – County IGA and Bylaws for SEACOM. Most of his suggestions were updates to reflect current practices and requests from Members. He asked the Board for input on things like meeting frequency, proxy voting, and additional seats on the Board. Mr. Potucek indicated he is receiving some push back from the Mayor on the addition of the County

Administrator to the Board. The appointment of Mr. Karwaczka is supported but also asked if the City should have more representation as well.

Mr. Potucek suggested an Amendment be prepared and voted on relating to the change in the Board only.

Further discussion included the need to discuss ownership of resources among other things. It was determined the committee should continue to meet to work on the agreement. Mr. Dannels stated that with Mr. Napier's departure Mr. Alinen will represent the CCSO on the Committee. Other Members are Mr. Karwaczka, Mr. Cline, Mr. Seamans, Ms. Yarbrough, and Mr. Savage. Mr. Karwaczka also stated the Parties' attorneys should also be involved. Mr. Dannels stated Christine Roberts has reviewed the proposed changes so far. There are a lot of big issues, discussion needs to happen including the direction the parties see for SEACOM in the future. The committee will continue to work on the agreement.

Mr. Thrasher stated the OPS Committee could be involved with the update to the Bylaws.

ITEM 5: Update on West End Repeater:

The final antenna is expected to arrive before the end of August. Work has tentatively been scheduled for the first week in September to install the equipment and a go live in Mid-September.

Item 7: Update on Cardiac Save in St. David:

Mr. Cline briefed the Board on the cardiac save SEACOM was involved in. Good coverage was received from KGUN 9 and it is also posted on Facebook. Mr. Potucek asked if they needed a Board Recognition Program when good things like this happen. Mr. Cline stated that good things happen daily, any recognition program would have to be very specific so that the value of the program didn't get diluted. Mr. Savage stated they should celebrate them all. Mr. Cline stated he is looking into options.

There being no further business before the Board, Chair Mark Dannels adjourned the meeting at 9:59 a.m.

Mark Dannels, SEACOM JPA Chairman