



# YAKIMA PUBLIC SAFETY COMMUNICATIONS CENTER

200 South 3<sup>rd</sup> Street  
Yakima, WA 98901

## September 9, 2021 1000-1100 CORE Room 911 ADMIN & Operations Board Meeting

911 OPERATIONS BOARD			911 ADMIN BOARD		
Sheriff	Bob Udell		County Commissioner	Amanda McKinney	X
Alternate	CarriAnn Ross	X	Mayor of Yakima	Patricia Byers	X
Yakima PD Chief	Matt Murray			Kay Funk	X
Alternate	Lt. Tory Adams	X	Mayor UV Cities	Sherry Raymond	X
Upper Valley PD Chief (Moxee, Tieton, or UG)			Mayor Sunnyside	Francisco Guerrero	
Lower Valley Law representative #1	Tim Bardwell		Mayor LV Cities		
Lower Valley Law representative #2			Fire Commissioner LV	Dave Charvet	X
Yakima FD Chief	Aaron Markham	X	Fire Commissioner UV	Brad Helms	X
Alternate	DC Jeremy Rodriguez		<b>Guests</b>		
YFD #5 Chief	Kevin Frazier				
Alternate	DC Ken Shipman	X			
Upper Valley FD Chief	Jim Lange				
Alternate	Nathan Craig				
Lower Valley FD Chief	Tim Smith				
Director of Emergency Management	Tony Miller				
Director of Emergency Medical Services (EMS)	Tony Miller				
Suncomm 911 Director	Erica McNamara				

- ❖ Introduction of Members
  - ❖ Introductions
  - ❖ Wayne introduced Erica McNamara the new Suncomm Manager.
    - Erica provided her background.
- ❖ Approval of Minutes
  - ❖ No approval needed –Zoom meeting
- ❖ Election of Chair – 911 Administrative Board
  - ❖ We have the two boards the 911 Operations Board and the 911 Administration board. We need to elect a chair for the 911 Administration board.
    - **Mayor Sherry Raymond made the motion to elect Amanda McKinney as the 911 Administration chair-seconded Mayor Patricia Byers. Received a majority vote motion passed unanimously.**

**Providing Emergency Communication Services to Yakima County**

- ❖ Report from 911 Operations Chair- Chief Nathan Craig – none
- ❖ Report from any Member- None
- ❖ Report from 911 Administrative Board Chair- none
- ❖ Old Business:
- ❖ New Business
  - ❖ Budget presentation-Wayne Wantland
    - Proposed budget for 2022
      - Wayne provided the boards a proposed detail for the boards to review. This is 911 funds only.
        - The City of Yakima can retain the 1/12<sup>th</sup> of the contract amount as a contingency which for 2022 is \$215,575. Since the estimated carry-over from 2021 is \$450, 818 the proposed charges to the 911 fund is reduced by the difference in those amounts.
        - Proposed budget is \$2,362,047.
        - Leaving \$215,575 which will carry over.
      - Budget summary page
        - Operating Transfers Out-2014 LTGO bond for the building is \$122,260.
        - Professional service \$2,362,047 – the City’s contract amount.
        - Next 6 lines are charges from the County for administrative services.
        - Capital - \$528K for upgrade/ replacement of 911 telephone system.
          - 911 only has three large capital costs: UPS (Veritiv), logging recorder (HigherGround), and the 911 phone system.
            - i. with the recent upgrade of the UPS and logging recorder and now the telephone system upgrade, the budget shouldn’t be hit with a major capital expense for at least 5 to 7 years.
        - Total 2022 budget is -\$3,133,593.
        - - Shortage of \$525,297 which this is the result of the new phone system that we have to purchase.
          - Amanda wanted to make sure we are not required to keep a reserve amount. Wayne indicated that we do not but it is only prudent that we have more than what will remain after 2022.
          - 911 taxes are fixed amount was last updated 12 years ago so it does not help keep up with inflation. It may be time to have the state look at the tax to see if it needs to be increased.
          - Discussion on the back up center and how we are working together. There are grants that may be available to help assist with the costs.
          - The COY is hiring a grant writer and this may be beneficial.
  - ❖ **Motion to entertain the motion to approve the budget as presented- Motion to approve- Mayor Patricia Byers- Seconded Commissioner Kay Funk.**
  - ❖ Discussion on future meeting attendance-
    - This is a joint meeting that includes both boards. Advise the 911 Administration board members of when the 911 Operation Chair meet and they can attend any time they would like. It was recommended that the 911 Operations Board minutes be sent to the 911 Administration Board so they are aware of any pertinent information. It was also suggested to offer the option of in person or Zoom meetings. This would allow the member to attend as they see appropriate.

- Since the 911 Administration board meets only twice a year it was suggested to have the meetings in February and in August for budget approval.
  - We will continue to hold the 911 Operations Board meetings quarterly.
    - **Commissioner Kay Funk would like to make the motion to have the option to have Zoom meeting is the member desires-Second Mayor Byers. Motion passed unanimously.**
  - **Update:** To avoid confusion of when the meetings will occur Becky will send out a calendar invite for our 2022 meetings (after our October meeting). It will be the members responsibility to accept the invite so it is added to their calendar accordingly. Additionally, all the meeting minutes and bylaws will be placed on the Suncomm page for viewing.
  - Our next 911 Operations Board meeting is October 14, 2021 at 1000. The meeting will be held in the CORE room at Suncomm.
- ❖ Discussion on Regional backup center that would include Kittitas County. We may be able to quality for assistance in funding if we create a combined backup center.

Meeting adjourned at 1047