

YAKCORPS
 Executive/Operations Boards Meeting
 May 13, 2021 at 0900
 Suncomm CORE Room
 2403 S 18th Street
 Union Gap

OPERATIONS BOARD			EXECUTIVE BOARD		
Sheriff	Bob Udell	X	County Commissioner	Amanda McKinney	X
Alternate	CarriAnn Ross	X	Mayor of Yakima	Patricia Byers	
Yakima PD Chief	Matt Murray		Alternative	Kay Funk	X
Alternate	Lt. Tory Adams	X	Mayor UV Cities	Sherry Raymond	X
Upper Valley PD Chief			Mayor Sunnyside	Francisco Guerrero	X
Lower Valley PD Chief	Tim Bardwell	X	Mayor LV Cities		
Yakima FD Chief	Aaron Markham		Fire Commissioner LV	Dave Charvet	
Alternate	DC Jeremy Rodriguez		Fire Commissioner UV	Brad Helms	
YFD #5 Chief	Kevin Frazier				
Alternate	DC Ken Shipman	X			
Upper Valley FD Chief	Nathan Craig	X	Guests		
Lower Valley FD Chief			Jim Lange	Selah Fire	
Director DOC	Ed Campbell		Steve Groom	City of Yakima Finance	
Prosecuting Atty City or County	Joe Brusic	X	Brenda Fehlhafer	City of Yakima Finance	
Alternate	Ryan Bleek	X	Donald Sharp	Advanced Life Systems	
SunComm 911 Manager	Wayne Wantland	x	Kadie Maranto	Advanced Life Systems	
Special Representatives			Brian Buchert	YPD Apps Specialist	
Yakima County IT Director	Kevin Wickenhagen	X			
City of Yakima IT Manager	John Carney				
City/County Courts Record Sys					
Spillman Administrator	Richard Springsteen	X			
Alternate	Stephen Bland	X			

Approval of meeting minutes- Nathan Craig made the motion to approve the March 11, 2021 meeting minutes- seconded by Sherry Raymond. Motion approved by both boards

Introductions- Sunnyside Mayor Francisco Guerrero has replaced Jim Restucci and is new to the board. He will look into getting a lower valley representative for the other cities to participate on the board as well.

Draft YAKCORP by-laws proposal- Richard stated that as of now the boards are not officially combined. At one time there was a subcommittee formed to look at the by-laws and consider merging the boards into one to help address the issue of not having quorums to conduct business. The draft by-laws presented by Wayne was an attempt to address that merger, but

has not been reviewed by Legal. After discussion it was decided to leave the by-laws as is and still have the two boards separated but continue to have joint meeting

Nominations for YAKCORP Operations Chair- Nominations were open to the floor. Nathan Craig made the motion to nominate CarriAnn Ross as YAKCORP Operations Chair- Seconded by Joe Brusic. During this discussion it was pointed out that CarriAnn is an alternate for Sheriff Bob Udell, therefore the motion was amended to nominate Bob Udell as chair of the Operations Board. Motion passed unanimously. This is a one year term.

Nominations for YAKCORP Executive Chair- Nominations were not made for the Executive Board due to the confusion on membership. Will be readdressed at next meeting.

A brief discussion on voting members and who is assigned to each acting role on the board. Specifically a discussion was held on Kay Funk representing the Mayor of Yakima.

Note added: The current By-laws has the following language as part of Article 6(B):
“... Any Board member may appoint a designee to act on their behalf. The designee shall be an elected official from the same jurisdiction(s) as Board member he/she is representing.”

The Boards are as follow-

Per our by-laws the YAKCORP Operations Board shall be comprised of the following (11) members:

1. Sherriff-Yakima County, Bob Udell; Alternate (CarriAnn Ross)
2. Police Chief- City of Yakima Matt Murray; Alternate: (Lt. Tory Adams)
3. Police Chief- of an Upper Valley City/Town, excluding the City of Yakima.
4. Police Chief- of a Lower Valley City/Town. (Tim Bardwell)
5. Fire Chief- City of Yakima, Aaron Markham; Alternate (DC Jeremy Rodriguez)
6. Fire Representative- of Yakima County Fire District #5. (Ken Shipman)
7. Fire Representative – of an Upper Valley Fire District/Dept., excluding the City of Yakima. (Nathan Craig)
8. Fire Representative- of a Lower Valley Fire District/Dept.
9. Department of Corrections (DOC) - Yakima County Director.
10. Prosecuting Attorney Representative- from Yakima County or City of Yakima. (Joe Brusic)
11. 911- Director (Interim Wayne Wantland)

The YAKCORP Executive Board shall be composed of the following (7) member representative's, so long as the agency/jurisdiction remains as a member of the Consortium.

1. One County Commissioner form Yakima County (Amanda McKinney)
2. The Mayor of City of Yakima (Kay Funk)
3. One mayor from an upper valley City-excluding the City of Yakima (Sherry Raymond)
4. The Mayor of the largest populated Lower Valley City (Francisco Guerrero)
5. One Mayor from a Lower Valley City (excluding the largest populated City)
6. One Commissioner from an Upper Valley Fire District
7. One Commissioner from Lower Valley District (Dave Charvet)

Budget- the YAKCORP 2022 Preliminary Budget was presented by Kevin Wickenhagen. Spillman costs for 2022 are increased by 4%. There are some line items that have been added to the budget.

On-call and overtime: \$6,510 - this was not specifically identified in previous budgets.

KittComm Review: \$1400 - previously paid out of the miscellaneous fund to provide a second set of eyes on the system's operation. This is billed twice a year in the amount of \$700.00.

SunComm: \$36,400 - Had previously paid a fixed amount of \$35,000 which it was agreed upon that should be increased annually by the overall Spillman increase,

Data Storage: We are exploring how to allocate the cost for storage and environment at the County. We are still in discussion on how to spread out the cost and don't have a firm action plan. It is known that 17% of the storage array is used the Prosecutors office. The Yakima County Prosecutors office and the City of Yakima total was \$26,000.00 in which \$23,000.00 is the Prosecutors office.

Just Ware- Regarding the Prosecutors side we don't have a final cost for Just Ware. Joe stated that they are finalizing the contractual agreement and formalizing it.

Command Central and CC Vault- \$18,383 of which \$14,000 is startup. This is cloud storage being offered by Motorola/Spillman. This service is offered for the rest of 2021 at no cost, but is included as a budget line item in 2022. This cost will be based on the individual agency's use with a minimum charge for up to 250Gb. Should an agency elect not to use this service they will not be billed for it. Motion to add the line item to the budget made by Nathan Craig- Seconded – Wayne Wantland. Motion approved.

Richard also advised that Stephen Bland, a new system administrator for the County is working on being a backup for him for any Spillman issues. This role was previously filled by Sal.

User Counts- Kevin mentioned that he has only received 14 out of 49 of the user count sheets back. The agencies have until May 15, 2021. Becky will send out a reminder.

Interlocal and Management Agreements for ACCESS - . Because the director has changed in Technology Services and other responsible person changes in the other agencies we are going have to update these agreements for new signatures. Richard will send out soon. The agreement does not change. Yakima County is preparing for their third audit.

Creation of Radio Infrastructure Study subcommittee- For the past two years there has been an 'informal' radio study committee that just recently was exploring possible governance issues. It was proposed that since the YAKCORP by-laws specifically are worded for such a subcommittee it was proposed to bring in under the governance umbrella of YAKCORP. Motion made to create a Radio Infrastructure Study Committee (RISC) under the YAKCORP Operations Board. Motion made by – Nathan, Seconded- Wayne Wantland. Motion Approved. This committee will begin reporting to the YAKCORP boards in the future.

Discussion on making the meeting minutes accessible on the Suncomm website. Wayne will look into this.

Meeting adjourned.