



JeffCom911 Board – Special Meeting
via Zoom
May 27, 2022

Members/Alternate Members Seated:

Pete Brummel, Chief's Association Alternate
Art Frank, Fire Commissioner
Tim McKern, Chair, Fire Chief, FD#2
Joe Nole, Sheriff JCSO, Sheriff Office Alternate
Thomas Olson, City of PT Chief
Andy Pernsteiner, Co-Chair Undersheriff
Robert Pontius, Fire Comm. Assn, alternate

Other Attendees:

Rich DePas, JeffCom911 IT Network Admin
Jenny Dyste, JeffCom911 Warrant Clerk
Stacie Huibregtse, JeffCom911 Director
Heidi Eisenhour, Jefferson County BOCC Chair

Members/Alternate Members Absent or excused:

Greg Brotherton, Jefferson County Commissioner
John Mauro, City of PT Alternate
Mark McCauley, Jefferson Co, Alternate

- I. Call to Order Tim McKern called the meeting to order at 9:00 am
- II. Roll Call
- III. Public Comment – Up to 20 Minutes - *This is an optional time period dedicated to listening to the public. We want to hear your ideas or concerns. To ensure equal opportunity for the public to comment, all comments shall be limited to three minutes per person and each person may address the Board one time during the public comment period. Please start by stating your name and address.*

Individuals may participate during the Public Comment Period using the following methods:

- Video – Refer to meeting instructions above
 - Audio only – Refer to meeting instructions above
 - Email – stacieh@jcpns.us (Comments received here will be added to the correspondence log)
- No public comments were received

- IV. Approval of minutes:
 - A. Board Meeting Minutes for May 5, 2022

Andy Pernsteiner made a motion to approve the minutes with changes.
Art Frank seconded, and the minutes were approved.

V. Approval of Payments:

A. April 2022

- i. Account 671 Jefferson County \$ 402,881.76
Includes 2 checks of \$200,000 for withdrawal/deposit to FFSL
- ii. Account 3 – First Federal Savings \$ 363,818.16

- B. Art Frank made a motion to approve the vouchers for April 2022.
Andy Pernsteiner seconded, and the payments were approved.

VI. Director's Report

Please review Stacie's report.

VII. IT Systems Manger Report

- A. Rich wanted to clarify that the radio upgrade next month is the radio consoles, (ZETRON) that sits at the dispatch consoles, and it allows them to talk to the LAW and FIRE user agencies.

The Radio workgroup discussions are regarding the radio repeaters that are up on the tower sites. These are scheduled for 2023.

- B. IT Staff have has been installing and troubleshooting the CrewForce/ShieldForce installations, getting devices registered and online with ShieldForce. Brett Anglin has been assisting for LAW. Chris Kauzlarich has been involved in the FIRE side.

- C. We've been working with PenCom on their core network equipment, and it is beginning to arrive. Rich and Mike will be working jointly with PC911 IT Department on the server firewalls. We did JC911's backend work about 18 months ago; now, they are completing theirs.

VIII. Old Business

- A. Approval of Jeffcom 911 EFT Policy

Andy Pernsteiner made a motion to approve the JeffCom911 EFT Policy
Art Frank seconded, and the motion was passed.

- B. Radio Upgrade Workshop – we had a good collection of User representatives to discuss the future upgrade.

- C. CrewForce/ShieldForce Implementation – Art thanked the fire departments for pushing hard on Tyler for cooperation to get ShieldForce implemented. Stacie thanked Fire for assisting in the push.

Chief Brummel likewise stated that the kickoff meeting went well. We're beginning to implement the software to a few of the user groups' devices, and run some initial testing to get this up and running. Contract is signed and progress is being made on a handful of beta testers.

The platform is much more interactive and the users are able to interact with CAD, and encourages that the user groups have policies and procedures in place to make sure that it is utilized within a given set of acceptable standards.

Rich stated that LAW has been using the interactive features on their mobiles, being able to put themselves en route to, or on scene. There are some automated mechanisms that can also do that, depending on their geo locations. Dispatchers will be able to notice these status changes.

IX. New Business

- A. Crewforce/ShieldForce ILA Approval
- B. The Cloud fee will be paid back by User agencies, based on their number of licenses.
- C. Yearly Maintenance fees will be paid back by User agencies based on the # of license counts, similar to ESChat.
- D. Art Frank made a motion to approve the Crewforce/ShieldForce ILA Approval
Chief Brummel seconded, and the motion was passed.

X. Executive Session - RCW 42.30.110 (1)(g) to review the qualifications of an applicant for public employment or to review the performance of a public employee.

Board may act in open session following Executive session.

XI. Suggestions for next or future agenda, regular meeting and/or executive session.

XII. Good of the Order

- A. Bob Pontius asked if the dispatchers prefer to work 12's instead of 10's or 8's. Stacie said the dispatcher chose those shifts and prefer the 12's. Also do not have the staffing to do 10's or 8's.
- B. Heidi Eisenhower expressed her immense appreciation for the work "we all do" and that all of Jefferson county appreciates what we do.

XIII. Adjourn

Tim McKern adjourned the meeting at 9:54 am

Next Meeting: June 23rd, 2022 - 9:00 am Board meeting in person or via teleconference
Port Ludlow Fire Station No. 31 - 7650 Oak Bay Road -Port Ludlow, WA 98365

JEFFCOM Administrative Board Member

JEFFCOM Administrative Board Member

Date

Date