

MINUTES FOR THE REGULAR JPA BOARD FOR THE  
SOUTHEASTERN ARIZONA COMMUNICATIONS CENTER (SEACOM)  
Thursday, February 10, 2022, 8:30 a.m.  
SEACOM 1728 Paseo San Luis,  
Sierra Vista, AZ 85635

JPA Chairman Mark Dannels called the regular meeting of the SEACOM Joint Powers Authority Board to Order at 9:12 a.m.

ROLL CALL

JPA: Chair Mark Dannels, Cochise County Sheriff's Office (CCSO); Charles P. Potucek, City of Sierra Vista (CSV); Mark Savage, Fry Fire District (FFD); Suzanne Harvey, Huachuca City (HC); Tom Alinen (CCSO)

Others Present: Michael Cline, SEACOM; Brad Dever, SVF&MS; Josh Meeker, SVF&MS; Susan Papatrefon, SEACOM; Jennifer Dillaha, CSV; Pablo Duarte, CCIT; Billy Seamans, FFD; Adam Thrasher, SVPD; Brian Jones, SVF&MS; Jon Buonaccorsi, PFD; Richard Karwaczka, Cochise County; Judy Lynn, CCOES, Tammi Jo Wilkins, CCOES, Joe Casey, CCIT

CALL TO THE PUBLIC: No members of the public requested to address the Board.

AGENDA

**Item 1: Discussion and possible action to approve the minutes from the January 13, 2022 JPA Board Meeting.**

**Mr. Savage moved the minutes for the January 13, 2022 JPA Board Meeting be approved. Mr. Potucek seconded the motion. The motion was approved by unanimous vote of the members present.**

**Item 2: SEACOM Director Report.**

Mr. Cline reported on staffing levels, the National Guard Project and ProQA. Staffing currently sits at 50% (10 of 20 FTE) with no anticipated departures imminent. There is a total of 18 individuals at some phase of the process, the normal attrition during the process for various reasons is about 50%. There are 5 National Guard candidates in the process as well, 2 on the floor in training, 1 performing administrative tasks, and 2 processing and scheduled for the next ProQA class. Mr. Cline noted that recent background approvals have taken less time to process. There are 2 FTEs (new hires) currently in training with an anticipated completion date of May 1, 2022. There is 1 FTE on leave who is confirmed will be returning in March, 1 PTE expected to go on FMLA in April. Mr. Cline stated that, in contrast to 6 months ago, he was in dispatch recently and all the consoles were full. He has challenged the staff to fully embrace the situation, to take an active role in the training and development of their co-workers.

Mr. Dannels asked how long SEACOM would have the Guard personnel. Ms. Lynn indicated there was funding through 12/22. The funds have been dwindling but we should be in good shape as long as there continues to be declared State of Emergency. Mr. Potucek asked if there were any additional Guard in the pipeline. Mr. Cline indicated they have identified 3, they are working on a training schedule.

Guard Capt. Torre has embraced the program, it could be used as a model statewide or even nationwide. Ms. Lynn stated that Guard AG was involved from the beginning and continues to support the program.

Mr. Dannels stated with a building being purchased in Sierra Vista for use by Border Protection and the National Guard it would appear the program has a future.

SEACOM relies on and thanks the participant organizations that have placed staff at SEACOM to assist. There are currently 11 individuals working in SEACOM in various capacities.

Ms. Papatrefon has prepared the year end statistic report in the agenda packet. She stated administrative calls have increased by 31% and 911 calls have increased by 22%. Mr. Potucek asked what the underlying drivers of the increase may be. She stated it is possible calls increased in 2021 due to the easing of the pandemic restrictions put in place in 2020.

Mr. Dannels commented the CCSO had 750 border related calls in Dec. 2021, he believes that is also a factor in the increased call load. Mr. Potucek indicated that he would like more information to help identify causes. The City population grew, the County's declined. Mr. Thrasher indicated there had been an increase in mental health related calls for SVPD. Mr. Dannels stated that from July 1 to December 31 border related bookings at the Jail were 800,000.

Mr. Cline asked the Board if they are interested in reports on call flow data. It was the request of the members that these reports be included in the meeting packets.

There have been no dispatch issues with the ProQA system, as the staff continues to use and learn, compliance improves.

The new server for AZ tracks has been delayed due to the death of the ADOT project manager. A meeting is scheduled to get it back on schedule.

### **Item 3: Discussion of IGA / Bylaws rewrite update.**

Mr. Cline stated a draft of the SEACOM Bylaws is included in the meeting packet. As has been previously reported, the committee continues to meet to work on amendments to the IGA and the Bylaws and the creation of Service Agreements. Ms. Yarbrough was not able to attend today but has requested clarification from the Board as to whether they should also be looking at the metrics for subscriber agreements. It was the consensus of the Board the committee should continue with their work and review and make recommendations regarding the subscriber metrics as well.

Ms. Dillaha provided a budget status. Currently SEACOM is at 40% of their personnel budget and 30% of the O&M. There is an expected fund balance of \$250,000. The numbers should include the impact of the salary increase which will be implemented in the current pay period.

Mr. Potucek asked if the Governor had money that could be obtained for OT. Mr. Dannels indicated there was a 20 million dollar fund for border issues. The trends for border related calls should be looked at. The money is available through the Arizona Department of Emergency and Military Affairs (ADEMA). Only Yuma and Cochise County have applied for funds so far. The CCSO has received \$12.8 million for border related costs

Mr. Potucek asked the subject of funding through ADEMA be placed on the March agenda.

**Item 4: Discussion of New Subscriber Agreement for Mescal J6 Fire.**

Mr. Cline reported Mescal J6 Fire has declined to become a SEACOM subscriber. He believes they have resolved their issues with Benson and will remain with them for dispatching services.

Mr. Potucek indicated he had recently spoken to the Douglas City Manager, and they have many of the same issues SEACOM has been dealing with. He requested Mr. Cline get with her to schedule a tour and discussion. He and Mr. Dannels could also be available to meet with her. Mr. Potucek stated that if SEACOM is not an option, there also should be a discussion with Douglas on a Mutual Aid Agreement for assistance if necessary.. Mr. Dannels stated that Benson is going to be getting a new Police Chief. This may create an opportunity for discussion. He stated the current Chief may have influenced the decision to not join SEACOM.

Mr. Dannels stated that Andy Tobin, State of Arizona Procurement Director has been in Sierra Vista and toured the facility. He oversees much of the funding discussed today and we should continue to work with him as he recognizes the need and has funds to disburse.

Ms. Papatrefon indicated she is working with the State 911 program. As was presented at the last meeting, there are changes in the funding process coming and currently Benson, Bisbee and Wilcox do not meet call thresholds for current funding levels. Mr. Potucek asked what the awareness level of those agencies are about their funding future. Ms. Papatrefon indicated that when the new program is implemented their 911 calls will be sent to SEACOM. They are certainly able to staff a dispatch, but it will have to be self-funded.

Mr. Dannels asked if it might be a good idea for Mr. Potucek and Mr. Karwaczka to meet with the Managers/Administrators of those Cities. Mr. Potucek indicated he will see them at the next Rate Review Board meeting, he will talk with them.

**For the Good of the Order:**

Mr. Savage gave kudos to Ms. Papatrefon for her work on the Spillman and ERS integration, and to Ms. Lynn for her work on the National Guard project.

Mr. Alinen stated he would follow up with ADEMA on potential funding.

Ms. Harvey thanked Ms. Papatrefon for the data she is providing, it is very helpful.

Mr. Potucek stated it was time the Board begin working on the FY 22-23 budget. He requested the item be placed on the March agenda.

Mr. Dannels thanked all in attendance for their continued efforts and for continuing to drive innovation. He stated he is looking forward to Mr. Karwaczka joining the Board.

There being no further business of the Board, Chairman Mark Dannels adjourned the meeting at 9:53 a.m..

---

Mark Dannels, SEACOM JPA Chairman