

SUMMARY ACTION MINUTES FOR THE SPECIAL JPA BOARD MEETING FOR THE
SOUTHEASTERN ARIZONA COMMUNICATIONS CENTER (SEACOM)

Thursday, April 14, 2022
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 9:00 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; Josh Meeker, SVF&MS; Jennifer Dillaha, CSV; Adam Thrasher, SVPD; Brian Jones, SVF&MS; Billy Seamans, FFD; Jim Adams, TMO; Victoria Yarbrough, CSV; Richard Karwaczka, Cochise County; Susan Papatrefon, SEACOM; Judy Lynn, CCOES; Tammi Jo Wilkins, CCOES, Joe Casey, CCIT; Daniel Duchon, Cochise County Finance Dept.

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 March 17, 2022 JPA Board Meeting.

Mr. Potucek moved the minutes for the March 17, 2022 JPA Board Meeting be approved. Mr. Savage seconded the motion. The motion was approved by unanimous vote of the members present (Dannels, Potucek, Savage, and Harvey)

Item 2: SEACOM Director Report.

Mr. Cline provided an administrative update on staffing and projects.

Item 3: Safe Streets Project Update:

Mr. Alinen provided the board with an update on the Safe Streets project to address the illegal immigration and vehicle pursuit issues in the County. Also discussed was potential funding to assist with the cost of border issues and whether SEACOM had projects or needs that would qualify for available funding. The effect of the repeal of Title 42 was also discussed. and the effect of the

4: Discussion and Possible Action, Fire Station Alerting Project with CSV as Fiscal Agent for SEACOM

Mr. Meeker briefed the Board on the details and status of the Fire Station Alerting Project. Funding has been approved and the County is currently working on the procurement and coordination. The Operations Committee will be forming a committee to oversee the project on behalf of SEACOM.

Item 5: Discussion and possible Action, Payroll Compensation for Staff Assisting in SEACOM

Mr. Cline presented proposed guidelines for compensation of individuals working in SEACOM. The guidelines broke payment into 3 categories. Discussion was held regarding the difference between PT pay rates for CSV employees and non-CSV employees. The issue is CSV employees working at SEACOM outside their normal position are required by law to be paid overtime. The recommendation for all other PTEs is regular dispatcher rates regardless of whether they are SEACOM PTEs or other subscribing agency employees working as PTEs.. There were concerns expressed over the equity of these rate differences. The Board requested Mr. Cline rework the recommendations to address the concerns and bring the matter back at the May meeting.

Item 6: Discussion and Possible Action, Spillman Host Agreement between Cochise County and subscriber agencies.

Mr. Casey requested the discussion of the agreements with subscriber agencies be tabled at this time. Mr. Cline indicated the Ft. Huachuca Hosting Agreement needs to be updated. He requested the Fort agreement be discussed and voted on with the balance being tabled for a future meeting. Mr. Alinen stated that after analysis, he recommends the agreement with Fort Huachuca for Spillman Hosting be amended for a 5-year term and include an annual cost increase of 5% per year.

Mr. Potucek moved the agreement with Ft. Huachuca be amended to cover a 5-year term with annual increase of 5%. Ms. Harvey seconded the Motion. The motion was approved by unanimous vote of the members present (Dannels, Potucek, Savage, and Harvey)

Item 7; Discussion and Possible Action, Motorola Service Agreement

Mr. Casey briefed the item. The request is to approve an annual maintenance and repair contract for an annual sum of \$119,336 with a term of 6 years.

Mr. Potucek moved to approve the contract with Motorola as presented. Mr. Savage seconded the motion. The motion was approved by unanimous vote of the members present (Dannels, Potucek, Savage, and Harvey)

Item 8: Discussion and Possible Action, City of Bisbee Agreement

Mr. Cline presented a proposed subscriber agreement between SEACOM and the City of Bisbee. The contract, modeled after the Tombstone agreement, would cover the City of Bisbee for dispatch services on a part time basis.

Ms. Harvey moved the Subscriber Agreement between SEACOM and the City of Bisbee

be approved. Mr. Savage seconded the motion. The motion was approved by unanimous vote of the members present (Dannels, Potucek, Savage, and Harvey).

Item 9: State 911 Update

Ms. Papatrefon updated the Board on the changes to the State 911 funding program that will end funding to smaller agencies that do not meet minimum call numbers. This has been a long process and agencies have been educated on the changes that will occur. Small agencies have the option to maintain their dispatch centers but without State money. 911 calls will go to SEACOM. If the small agencies do migrate to SEACOM, it and Douglass will be the only PSAPs in Cochise County. This could free up 6 seats when they close. 2 of these seats will move to Douglas, 1 to SEACOM.

Item 10: Discussion and Possible Action, Verint Recorder Upgrade

Mr. Casey, CCIT briefed the board regarding an upcoming cost to upgrade the Verint Recorder in conjunction with a SUA II upgrade. There are two options, a short-term solution or a full upgrade which will cost \$134,939.11. Mr. Casey is recommending the upgrade and that it be done in conjunction with the SUA II. Ms. Dillaha stated the Verint was included in the proposed FY 23 budget, but it is recommended the Board approve using the current FY fund balance to cover the cost. The fund balance is currently \$300,000.

Mr. Potucek moved the Verint upgrade at a cost of \$134,939.11 be approved and paid out of the FY 22 fund balance. Ms. Savage seconded the motion. The motion was approved by unanimous vote of the members present (Dannels, Potucek, Savage, and Harvey)

Item 11: Discussion and Possible Action, FY 22/23 Budget

Ms. Dillaha presented the proposed FY 22-23 Budget. The current number, including the Verint upgrade, and not including the Ft. Huachuca increase and the Bisbee Subscriber fees is \$2,684,842.31. The proposed budget includes personnel increases of 4% market and 2% step in July 2022, and an additional 2% step in January 2023. Discussion was held about the SUA II funding and whether there are expenditures in the SEACOM budget that could be submitted to the State for potential funding as related to Border issues.

The proposed budget will be updated and returned to the Board for approval at the May meeting.

There being no further business of the Board, Chairman Mark Dannels adjourned the meeting at 10:12 a.m..

Summary Action Minutes Prepared by Jill Adams, Sierra Vista City Clerk