



MINUTES – July 28, 2022 - 7:30 AM
BENTON COUNTY EMERGENCY SERVICES EXECUTIVE BOARD
REGULAR MEETING
City of Richland Council Chambers ~ 625 Swift Blvd
Richland, WA 99352

Call to Order

The meeting was called to order at 7:30 a.m. by Vice-Chair Keith Johnson.

Attendance

Members

Jerome Delvin	Benton County (2 votes)
Keith Johnson	Franklin County (2 Votes)
Christina Palmer <i>(in for Marie Mosley)</i>	City of Kennewick (2 Votes)
Tom Huntington <i>(in for Jon Amundson)</i>	City of Richland (2 Votes)
Dave Giles <i>(remote)</i>	City of Prosser (1 Vote)
Thomas Greggo <i>(in for Brent Gerry)</i>	City of West Richland (1 Vote)
Ron Duncan <i>(arrived after rollcall)</i>	Benton County Fire Districts (1 Vote)
Duane Szendre	Benton PUD (1 Vote, Microwave Only)

Absent

Marie Mosley	City of Kennewick
Bob Gear	City of Pasco (2 Votes)
Jon Amundson	City of Richland (2 Votes)
Brent Gerry	City of West Richland (1 Vote)
Bill Reed	City of Benton City (1 Vote)

Also Present Richland Police Chief, Brigit Clary; Richland Assistant City Manager/BCES Director, Drew Florence; SECOMM Manager, Kim Lettrick; BCEM Manager, Deanna Davis; IS Manager, Doug deGraaf; Accounting Specialist, Jordan George

Other Attendees Franklin County Sheriff, Jim Raymond; Benton County Undersheriff, Jon Law *(remote)*; Deputy County Administrator, Matt Rasmussen; City of Richland Accountant, Jeanne Portch

Approval of Agenda

JEROME DELVIN MOVED AND TOM HUNTINGTON SECONDED THE MOTION TO APPROVE THE AGENDA AS PRESENTED. ALL WERE IN FAVOR. MOTION CARRIED 11-0.

Public Comments

There were no public comments.

Approval of Consent Calendar

- I. Minutes – Jon Amundson
Approve the Minutes of the Benton County Emergency Services Executive Board Regular Meeting held June 23, 2022.

JEROME DELVIN MOVED AND TOM HUNTINGTON SECONDED THE MOTION TO APPROVE THE CONSENT CALENDAR. ALL WERE IN FAVOR. MOTION CARRIED 11-0.

Director's Report

2. Manager's Report – Drew Florence, Richland Assistant City Manager/BCES Director
SECOMM has 13.5 to 14.5 positions open. One candidate withdrew just prior to starting. A handful of applicants are in various stages of background.

Communications Supervisor, Tracey Ollerman has been appointed to the Health and Wellness Committee for APCO International. This will allow her to contribute to discussions on bringing resources and training on mental health and wellness to the 911 community of dispatchers.

The Executive Director's background is expected to be completed within the next two weeks. Once completed, he will be brought back before the Board for a codifying vote.

Jon Amundson requested moving the regularly scheduled August 25 meeting to August 18.

Items of Business

Benton County Emergency Services (BCES)

3. Hexagon CAD 9.4 Tentative Upgrade Schedule – Informational Only
Some of the infrastructure components have been received and installed this week. A tentative timeline for the upgrade schedule was included in the packet. In efforts to control costs, some normally expected workshops were not included due to insignificant changes to users.

Benton County Emergency Management (BCEM)

4. Energy Facility Evaluation Council (EFSEC) Contract E23-042 – Approval
This is the annual contract for the Radiological Emergency Preparedness (REP) contract with the Columbia Generating Station in the amount of \$359,759. This represents a slight increase over last year.

JEROME DELVIN MOVED AND TOM HUNTINGTON SECONDED THE MOTION TO APPROVE THE ENERGY FACILITY SITE EVALUATION COUNCIL (EFSEC) CONTRACT E23-042. ALL WERE IN FAVOR. MOTION CARRIED 8-0.

Southeast Communications Center (SECOMM)

5. E911 Coordinator Professional Development (CPD) Contract E23-003 – Review and Approve
This is the annual E911 contract with the state through Benton County for \$55,141. Upon approval by the BCES Board, the contract will be brought before the Benton County Commissioners for acceptance.

JEROME DELVIN MOVED AND CHRISTINA PALMER SECONDED THE MOTION TO APPROVE THE E911 COORDINATOR PROFESSIONAL DEVELOPMENT (CPD) CONTRACT E23-003. ALL WERE IN FAVOR. MOTION CARRIED 11-0.

800MHz System

6. Sabre Industries Tower and Shelter Contracts
The staff report incorrectly listed the Benton County Resolution as 80-20. The correct resolution number is 2019-949 and is eligible for reimbursement through Benton County.

The combined contracts total \$391,651.54 including taxes (@ 8.7%), shipping for both the

shelter and tower and the off-loading of the tower. Off-load services for the shelter will be included in the bid to come from the general contractor as the shelter is too heavy and will require a crane for pick-up and delivery to the site.

Sabre has worked with Adcomm on the engineer's design of the tower based on all custom feedback and requirements of BCES, Fire Services and the internet service providers (ISP's) that will go into the facility. The shelter has been designed with equipment needs as well.

JEROME DELVIN MOVED AND CHRISTINA PALMER SECONDED THE MOTION TO APPROVE THE SABER INDUSTRIES TOWER AND SHELTER CONTRACTS AS PRESENTED. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

Drew Florence sent a second packet to the Board on Wednesday, July 27, 2022, which added the contracts for the Red Mountain Radio Tower that were not attached to the initial staff report. A new staff report was also added relative to the NEPA process that follows below.

7. Lump Sum Payment Up To \$75,000 to the Confederated Tribes of the Umatilla Indian Reservation (CTUIR)– Approval

The actual amount will be finalized during negotiation with the CTUIR. With little response from the Tribes, a meeting was held with the FCC seeking their assistance. We discovered that the Tribes and the FCC were having their own conversations regarding the project. The Tribe has since explained their reasoning for the requested lump sum payment – it will be used to digitize a number of Red Mountain records related to the historical nature of the site. The FCC has approved the Tribes request for a lump sum payment.

The consultant who has been negotiating on behalf of BCES has advised the Board approve a lump sum payment up to \$75,000 in order to keep the process moving forward. The consultant will continue trying to negotiate that amount down. By the Board approving this amount, it will not delay the project any longer. The Tribes were not interested in the previous offer of land in lieu of cash.

JEROME DELVIN MOVED AND TOM HUNTINGTON SECONDED THE MOTION TO APPROVE A LUMP SUM PAYMENT UP TO \$75,000 TO THE CONFEDERATED TRIBES OF THE UMATILLA INDIAN RESERVATION. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

Benton County Microwave System

Discussion Items

Jerome Delvin requested discussion on the various systems upgrades that are needed, adding that Benton County has requested \$2 million from the FED (which is not yet secured) and if it is still viable to hire a consultant/grant writer. Some options will be brought forward at the August meeting.

Tom Huntington will likely have a presentation at the August meeting to discuss some issues with the VHF that need to be addressed in the next couple of months in order to meet deadlines that would make us eligible for certain grants.

JEROME DELVIN MOVED AND RON DUNCAN SECONDED THE MOTION TO ADJOURN THE MEETING. ALL WERE IN FAVOR. MOTION CARRIED 11-0.

Announcements

The next Benton County Emergency Services Executive Board Meeting is scheduled on August 18, 2022, at 7:30 a.m. at the City of Richland Council Chambers.

Adjournment

The meeting was adjourned at 7:50 a.m.

APPROVED:



Jon Amundson, BCES Executive Board Chair

Date Approved: 08/18/2022

ATTEST:



Carole Cimrhakl, BCES Board Secretary

Date Published: August 23, 2022