

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
JOINT WORK SESSION WITH THE SIERRA VISTA CITY COUNCIL HELD ON
Monday, July 17, 2017**

A joint work session of the Cochise County Board of Supervisors and the Sierra Vista City Council was held on Monday, July 17, 2017 at 3:00 p.m. in the Council Chambers, 1011 N. Coronado Drive, Sierra Vista, Arizona.

Present: Ann English, Chairman; Patrick G. Call, Vice-Chairman
Absent: Peggy Judd, Member
Staff Present: Edward T. Gilligan, County Administrator
Britt W. Hanson, Chief Civil Deputy County Attorney
Arlethe G. Rios, Clerk of the Board
Attendees: Rick Mueller, Mayor, City of Sierra Vista
Alesia Ash, Council Member/Mayor Pro Temp, City of Sierra Vista
Gwen Calhoun, Council Member, City of Sierra Vista
Bob Blanchard, Council Member, City of Sierra Vista
Rachel Gray, Council Member, City of Sierra Vista
Kristine Wolfe, Council Member, City of Sierra Vista
Charles Potucek, City Manager, City of Sierra Vista
Mary Jacobs, Assistant City Manager, City of Sierra Vista
Mark Dannels, County Sheriff
Tom Alinen, Administration Commander, Sheriff's Office
Jon Kosmider, Deputy Police Chief, City of Sierra Vista
Ron York, Fire Chief, City of Sierra Vista
Jill Adams, City Clerk, City of Sierra Vista

Chairman English called the meeting to order at 3:03 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

INTRODUCTIONS

ITEMS FOR DISCUSSION

Board of Supervisors

1. Discussion, presentation, and possible direction regarding the South Eastern Arizona Communications Center.

Ms. Mary Jacobs presented this item using a PowerPoint presentation. Ms. Jacobs went over the background of the project:

- Joint Emergency Communications has been goal of County and City for over 12 years
- Steps taken for several years to prepare
- Private funding donations enabled this to move forward initially, with additional funding added by Governor in 2015
- MOU approved by both governing bodies in 2016 set foundation
- County acquired and is currently renovating building
- Both teams working together on operational issues and implementation with joint investments

She moved on to the details of the Agreement:

- Foundation for Joint Powers Authority (JPA), quasi-independent entity that permits governmental agencies to exercise joint powers for public safety.
- Outlines major policy points crucial to frame the future operation and protect participating jurisdictions. Serves as basis of future IGA's with other local governments who choose to participate in SEACOM.

She then discussed the JPA Governance:

- Sierra Vista and Cochise County designated as Principals
- Other municipal participants known as Partners
- All other Participants known as Subscribers
- Principals and Partners have vote on JPA Board represented by their respective CAO or equivalent
- Fire Districts collectively have one vote after 3 join
- Bylaws approved by board, with first iteration requiring both Principal's agreement

and the JPA Board Authority – Major Functions

- Hire and oversee SEACOM Director
- Approve bylaws, policies and regulations
- Evaluate operations and needs and authorize staff, equipment & capital
- Approve budget and oversee expenditures
- Approve all new Partners and Subscribers
- Approve subscription rates and assessments
- Oversee all compliance

She also went over what the purpose of SEACOM Director:

- Administrative head of SEACOM responsible for operation, management, hiring and employee supervision
- Prepare, and then implement budget
- Work with all Participants and future Participants
- Develop long-range plans and recommend subscription rates
- Work closely with Operations Committee

She moved on to a slide detailing the role of the Operations Committee:

- Standing committee of SEACOM
- Membership includes all fire and police chiefs of all Participants
- Oversee transition
- Review and approve/recommend policies and SOPs to JPA Board
- Set performance benchmarks and goals and monitor

- Develop strategies for ongoing operation and regularly assess
- Chaired by Sheriff, who serves as exofficio member of JPA Board

And the Key Foundational Operations Policies

- County serves as fiscal agent and is employer of record
- 100% of SEACOM costs must be covered by Participants
- Participants responsible for their own connecting equipment
- Participants retain ownership of any equipment moved/used by SEACOM
- Spillman technology specified
- Non-county employees assigned to SEACOM retained by jurisdiction
- First year operates as a merger – merge together while collecting data on how the budget should operate moving forward

She noted that Spillman Technology was specified due to the high use of the system and stated that changing this program would have financial implications to all entities involved. She also said that for a time there would be employees belonging to separate entities as to not interfere with benefits for those employees when they were hired. She added that once SEACOM was up and running all future employees would be hired through the County.

She moved on to Sustainability and Protections:

- Initial term three years – modification for additional one year renewals up to ten years
- Termination/withdrawal requires completion of fiscal year assessment and approval of governing body
- Close coordination with County administration as fiscal agent
- County serves as legal representative – unless there is a conflict

And covered Next Steps:

- Approval of IGA by both governing bodies in August – can make modifications based on today's discussion
- Convene first JPA Board and adopt bylaws
- Hire SEACOM Director
- Continue with SEACOM implementation

She then asked for questions from the Board or the Council.

Chairman English asked if the Fire Districts who were members would have an individual seat in the Operations Board since they will need three fire districts to get one seat on the Board of Directors.

Ms. Jacobs stated that each entity, whether a fire district or police agenda, would have a individual seat on the Operations Board.

Chairman English asked if there was a backup plan in case the communications center had issues.

Sheriff Dannels said that the dispatch center at the Sheriff's Office in Bisbee would be the first backup plan and added that he was also working with other entities to serve as backup systems if needed.

Chairman English asked how the day to day logistics for employees of the city working at SEACOM would take place.

Ms. Jacobs stated that all employees of SEACOM would report to the SEACOM Director, but all disciplinary actions would be handled by the employee's Human Resources Department.

Chairman English asked if there was a job description for the director position.

Ms. Jacobs said that there would be one in place when it came time to hire for that position.

Chairman English said that it was critical to have a good job description because the position was important.

Councilmember Ash asked what fire districts currently receiving dispatching services from the City or the County would gain from joining SEACOM. She also asked if fire districts would still receive dispatching services even if they did not join. She then asked if private companies could also become subscribers.

Ms. Jacobs said that the difference would be on subscription rates and higher level of service. She noted that those who did not want to join would still receive dispatch services as it is required of the County per State statute. She added that private companies would be allowed to be subscribers.

Council Member Gwen Calhoun asked who would not benefit from SEACOM.

Ms. Jacobs said that she did not think anyone that would not ultimately benefit from SEACOM. She added that the future of government was to partner and share resources to allow for cost savings and high level of service for recipients. She noted that all decisions made by the SEACOM Board would be a careful balance between meeting the needs versus the responsibility of each of the elected bodies to ensure they can afford what is being proposed.

Mr. Hanson stated that there had been too many unknowns to put a budget together, but staff did consider the infrastructure and ensured that that costs would not be passed along to agencies who became members in the future. He agreed with Ms. Jacobs that being a member of SEACOM would benefit all citizens in the region since they would get a high level of service and cost savings.

Mayor Rick Mueller asked Sheriff Dannels to speak as the future Chairman of the SEACOM Operations Board.

Sheriff Dannels said that many had contributed to the success of this project and after the 2011 Monument Fire it was critical for public safety agencies to be able to communicate with each other. He noted that he did not see a negative aspect to SEACOM and combining all entities would keep more agencies informed and able to assist. He added that Governor Ducey had discussed combining dispatch centers and creating regional centers throughout the State, in which case the State would be the one to pay for the maintenance of the center. He also stated that once SEACOM was up and running they would also be dispatching officers from the Department of Public Safety.

Commander Tom Alinen gave the status on the building and noted that the city and the county were currently working on merging their individual information in the Spillman system. He added that the estimated date to begin moving was September 15, 2017, but further changes would have to wait until the e-911 services were coordinated with the State.

Vice-Chairman Call asked when SEACOM would be open for business.

Commander Alinen said that the opening should occur on the first of the year.

Vice-Chairman Call asked when the agreement would come before the Board for approval.

Mr. Gilligan said that it should be on the July 25, 2017 meeting.

Chairman English said that she appreciated the work that Commander Alinen had done on this project.

Chairman English adjourned the meeting at 3:58 p.m.

APPROVED:

Ann English, Chairman

ATTEST:

Arlthe G. Rios, Clerk of the Board