

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
WEDNESDAY, MAY 3, 2023**

A work session of the Cochise County Board of Supervisors was held on Wednesday, May 3, 2023, at 1:00 p.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Ann English, Chairman; Peggy Judd, Vice-Chairman, telephonic; Tom Crosby, Supervisor, telephonic

Staff Present: Richard G. Karwaczka, County Administrator
Sharon Gilman, Deputy County Administrator
Tim Mattix, Clerk of the Board

Attendees: Mark Dannels, Sheriff
Tom Alinen, Chief of Staff
Tammi-Jo Wilkins, Interim Director, SEACOM
Charles Potucek, City of Sierra Vista
Jennifer Dillaha, City of Sierra Vista
Juan Frisby, Budget Manager
Monica Miranda, Finance Director

Chairman English called the meeting to order at 1:00 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION

ITEMS FOR DISCUSSION

Board of Supervisors

1. Budget Work Session - Discussion of County Budget for Fiscal Year 2023-2024, specifically: Southeastern Arizona Communications (SEACOM) and Public Safety.

Ms. Wilkins presented this item using a PowerPoint presentation. She reviewed SEACOM's history, formation, and business model. Currently, 14 fire departments, four law enforcement agencies, one private ambulance company, and the National Park Service are served by SEACOM. She reviewed the services provided by SEACOM and the number of 911 and total calls received, noting a significant increase from 2021 to 2022. She reviewed the Computer Aided Dispatch (CAD) activity for 2022, 2021, and 2020, broken down by the calls for law enforcement, fire, and emergency medical service (EMS). SEACOM uses Priority Dispatch ProQA, which provides 911 dispatchers with training to provide pre-arrival assistance to callers. Dispatchers obtain and maintain professional certification. She reviewed efforts to build various standards for SEACOM.

Ms. Wilkins reviewed the staffing and structure of SEACOM. Current staffing includes the Interim Director, a vacant Administrator position, and two Floor Supervisors; she reviewed the number of full-time Dispatcher, Call Taker, Records Clerk, and Geographic Information Systems (GIS) positions. Ms. Wilkins reviewed various

accomplishments since February 14, 2023, when she became Interim Director. Under the terms of the SEACOM Intergovernmental Agreement, Sierra Vista is the Fiscal Agent, and the County and Sierra Vista are principals. Huachuca City is a partner, and there are currently 16 subscribers. The County owns the SEACOM building and controls the radio and Information Technology (IT) functions, while Sierra Vista manages employees and is responsible for the budget, finance, procurement, media, and personnel issues; all employees are Sierra Vista employees and Sierra Vista provides all employee benefits.

Ms. Wilkins reviewed the Fiscal Year (FY) 2023-2024 proposed revenue contributions from the County and all partner agencies, noting that the total is \$2,759,518. In response to the Board, she clarified that SEACOM receives money from Fort Huachuca for hosting the Fort's backup Information Technology equipment.

Ms. Wilkins reviewed the FY 2023-2024 requested budget by category, comparing it to the FY 2022-2023 approved budget. The personnel budget is being addressed with assignments and reclassifications. There is a reduction in travel and training. The Board, Ms. Wilkins and Ms. Dillaha discussed what the professional services budget encompasses. In response to the Board, Ms. Wilkins stated that she hopes to reclassify the Administrator to a Communications Manager at a lower rate of pay. The travel and training budget is reduced as it was primarily for out of town or out of state conferences, though it has not been used due to lack of staffing. 17 Dispatcher positions are filled currently, with the majority of hired individuals being trainees.

Sheriff Dannels discussed SEACOM's progress over the last four years, and of being under budget. Mr. Potucek discussed the impact to SEACOM's budget of a \$3 million state grant that is no longer available; attempts are being made to restore the grant. He noted that Bisbee and Willcox are joining SEACOM, and discussed SEACOM's growth.

The Board, Sheriff Dannels, and Mr. Potucek discussed SEACOM working to become independent in the future and various in-kind services. Sheriff Dannels discussed SEACOM's growth and \$30 million of grant contributions, including a recently-approved grant for radio systems that will allow statewide interoperability.

Chairman English adjourned the meeting at 1:25 p.m.

APPROVED:

Ann English, Chairman

ATTEST:

Tim Mattix, Clerk of the Board