

**EMERGENCY COMMUNICATIONS OF SOUTHERN OREGON  
CHIEF EXECUTIVE OFFICERS BOARD  
MEETING MINUTES**

**June 13, 2016  
ECSO – 400 Pech Road, Central Point, OR**

**AGENCY REPRESENTATIVES**

Jackson County	<i>absent</i>	Fire District #3	Dan Petersen
Medford Police Dept	Randy Sparacino	Applegate Fire Dist #9	Chris Wolfard
City of Ashland	Tighe O'Meara	Medford Fire Dept	<i>absent</i>
City of Talent	Curtis Whipple		

**Other attendees**

Legal Counsel: Martial Henault

ECSO: Margie Moulin, Jody Hathaway, Kevin Harris, Sarah Leonard, Jeff McCamish

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**Chair:** Randy Sparacino      **Call to Order:** 3:32 pm      Roll call taken, quorum confirmed

Tighe O'Meara moved to approve as read the minutes from the May 23<sup>rd</sup> meeting; no objections.

**FINANCIAL REPORT**

Jody Hathaway reviewed Payroll and Accounts Payable for May 2016.

**MOTION: Randy Sparacino moved to approve the financial packet for May 2016. The motion passed by unanimous roll call.**

**Total expenditures of approved packet: \$575,015.62**

**DIRECTOR'S REPORT**

**XMU**

ECSO receives approximately 25,000 unintentional / open-line calls per year. An XMU system could significantly reduce that workload by requiring a button press, voice or noise made on the line before the call will forward to a calltaker. Previously, there was not an XMU system compatible with ECSO's phone system; the software company now has a demo available. A drawback is that XMU would add another layer of technology between the public and 911 access. No recommendation at this time; discussion only. Margie Moulin will ask other Oregon agencies who have installed the system for their experience with it.

**RFP – Radio**

Reviewed changes for clarity in the RFP language made since the version last approved by the Board.

**MOTION: Dan Petersen moved to approve for release the revised Request for Proposal for the radio infrastructure engineering study. The motion passed by unanimous roll call.**

The radio task force has created a panel to review the submitted RFPs: Chief O'Meara (APD), Chief Wolfard (Dist 9), Chief Hussey (Dist 3) Margie Moulin and Jody Hathaway.

**Executive Session (TABLED)**

Chair proposed tabling the discussion of the Director's contract and evaluation process guidelines until the next CEO Board meeting, to allow the new incoming board members to participate. No objections.

## **NEW BUSINESS**

### **Butte Falls P.D.**

Butte Falls Council is still seeking a replacement police chief. Meanwhile, JCSO is handling emergent incidents in their area, while the former chief has contracted to come back a couple times a week to process stacked cold calls. Information only for now; Margie Moulin will continue to monitor the situation.

### **Resolution to Transfer Excess Funds from 911 Fund to Contingency Fund**

**MOTION: Tighe O'Meara moved to approve Resolution No. 2015-2016-07: In the Matter of Transferring from the 911 Fund to the Contingency Fund**

**The motion passed by unanimous roll call.**

### **Election of Chair and Vice Chair**

Tighe O'Meara nominated Brian Fish in absentia for the position of CEO Board Chair.

**BRIAN FISH WAS ELECTED IN ABSENTIA TO THE POSITION OF CEO BOARD CHAIR BY UNANIMOUS ROLL CALL.**

Dan Petersen nominated Tighe O'Meara for the position of CEO Board Vice-Chair.

**TIGHE O'MEARA WAS ELECTED TO THE POSITION OF CEO BOARD VICE-CHAIR BY UNANIMOUS ROLL CALL.**

### **Draft RFP for Special Districts / Bond**

Discussed the goals and purpose of the RFP to ensure it is written with clear expectations. Regarding Chief Petersen's amendment to include a feasibility study of a Bond for the cost of upgrading radio infrastructure, Jody Hathaway expressed concern about the timing, since the actual dollar amount of the radio upgrade cannot be known until the other RFP (for the radio engineering study) is decided and the selected vendor has had enough time to generate an accurate figure (likely not until the end of the year). Chief Petersen recommended haste over waiting for an accurate dollar figure, stating that the Board would not be locked-in to whatever amount was used for the study anyway. Chief Sparacino concurred. Margie Moulin suggested Day Wireless could potentially generate a rough estimate (they will not be applying for the RFP, since they participated in the radio task force study). The Board also clarified that the purpose of the study was to determine if the public would be more likely to support a Special District or a Bond. Chief Petersen noted that the bond (for radio upgrade) will be significantly cheaper than a District (for a 20-year financial plan), which is why the bond/district comparison should be put out for public opinion at the same time. The Board agreed that the selected vendor should also study the likelihood of passing both the Bond and the Special District, although many present expressed that getting both passed was not a realistic expectation. Chief Petersen recommended ECSO be given authority to craft the RFP language as they see fit, since its purpose is only to get the vendor in the door, after which the Board can specify whatever they want for the study.

## **OTHER BUSINESS**

### **Medford Radio**

For future discussion, Chief Sparacino proposed that Medford Police turn responsibility for the maintenance (not ownership) of their MDCs and shared radio infrastructure to ECSO, to bring them to the same level of service as other user agencies. APD would also qualify. This would likely need to be an addition to the Day Wireless contract with ECSO.

## **ADJOURNMENT**

Having no further business, and hearing no public comment, the meeting adjourned at 4:20 p.m. The next CEO Board meeting will be Wednesday, July 13, 2016 at 3:30 PM (following the Intergovernmental Council meeting) in the ECC room at 400 Pech Road Central Point, Oregon.

Respectfully submitted - Jeff McCamish, Recording Secretary  
CEO Board Minutes 2016-06-13