

**EMERGENCY COMMUNICATIONS OF SOUTHERN OREGON  
INTERGOVERNMENTAL COUNCIL  
MEETING MINUTES**

**January 20, 2016, 3:30 p.m.  
ECSO – 400 Pech Road, Central Point, OR**

**AGENCY REPRESENTATIVES**

Jackson County	Tim Snaith	Fire District #3	Mike Hussey
City of Ashland	Warren Hensman	Fire District #4	<i>absent</i>
City of Butte Falls	Jana Goodman	Fire District #5	Darin Welburn
City of Central Point	<i>absent</i>	Evans Valley FD #6	Larry Tuttle
City of Eagle Point	<i>absent</i>	Applegate FD #9	Chris Wolfard
City of Jacksonville	Jim Lewis	Greensprings FD	<i>absent</i>
City of Medford	Randy Sparacino	Lake Creek RFPD	<i>absent</i>
City of Phoenix	Derek Bowker	Medford RFPD	<i>absent</i>
City of Rogue River	Robert Catherwood	Prospect RFPD	<i>absent</i>
City of Talent	<i>absent</i>	Rogue River RFPD	Jim Price
S. Oregon University	<i>absent</i>		

**Others Present**

ECSO Staff: Margie Moulin, Jody Hathaway, Johnna Pellam, Kevin Harris, Craig Williams,  
Joe Crawford, Jeanette Giossi, Sarah Leonard, Jeff McCamish  
Legal Counsel: Martial Henault                      Financial Auditor: Rick Brewster

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**Chair:** Randy Sparacino      **Call to Order:** 3:30 p.m.                      Roll call taken, quorum confirmed

Jim Lewis moved to let stand as read the minutes of the November 18th meeting. No objections.

**FY 2014-2015 Audit Presentation**

Richard Brewster CPA presented the audit report and answered questions.

**FINANCIAL REPORT**

Jody Hathaway reviewed the financial packets from December 2015.

**MOTION:** Chris Wolfard moved to approve the December 2015 financial packet. The motion passed by unanimous roll call.

**Total expenditures of approved packet: \$707,331.40**

**OLD BUSINESS**

**Radio Task Force Update**

- Grant applications have been submitted for two projects: upgrading radio consoles in Jackson/Josephine counties and increasing the tower height at Ashland Acres. The status will not be known until June.

- Meetings are still ongoing re: partnering with RVTD to house and share their core.
- RFP is being prepared for an engineering study to determine the cost of improving the radio infrastructure as outlined in the task force's report.

## **NEW BUSINESS**

### **Strategic Planning**

Margie Moulin distributed the near final draft of the ECSO long-term strategic plan as an opportunity for council members to review it and offer suggestions prior to its being presented to the CEO board for adoption.

### **Budget Calculation**

**MOTION: Chair Randy Sparacino moved to maintain the small agencies at a county rate of 4.03% and the larger agencies that were on the original fee schedule at their own assessed value.**

**Chair called for a second to the motion, which was given by Derek Bowker. The motion passed by unanimous roll call.**

The council was in agreement about this rate calculation method not being an ideal long term solution and that a feasibility study should be done in the near future regarding the creation of a Special District as a stable funding model for ECSO.

Chair Randy Sparacino asked if the percentage of ECSO's budget that represents personnel costs is comparable to other similar 9-1-1 centers. Rick Brewster said that it was based on his experience.

**Task >>>** ECSO will prepare personnel cost comparables to bring to the next meeting.

### **Tours**

Recent tours by user agency city councils have provided valuable communication and mutual understanding of needs. Users are still welcome to request such tours through Margie Moulin and/or she can visit board or council meetings to give a presentation.

### **UPS Installation**

The replacement UPS (Uninterrupted Power Supply) is scheduled to be installed at ECSO the morning of January 26<sup>th</sup>, during which time ECSO will be operating out of the backup center.

### **Quarterly Reports**

For future meetings, quarterly reports will be emailed to council members in advance so they may review and bring any questions to the meeting.

### **Interim Chair Replacement**

Chair Randy Sparacino noted that his current status as Interim Chief of MPD would make him Chairperson of both the ECSO Intergovernmental Council and the ECSO CEO Board.

**MOTION: Chair Randy Sparacino moved to appoint Brett Johnson as replacement Chairperson of the Intergovernmental Council during the interim period until a permanent Chief of the Medford Police Department is selected. The motion passed by vocal assent.**

### **ADJOURNMENT**

There being no other business or public comment, Chair adjourned the meeting at 4:30 p.m. The next Intergovernmental Council meeting will be the budget presentation held on April 6, 2016 at 3:00 p.m. in the ECC Room at 400 Pech Road, Central Point, Oregon unless otherwise notified.

Respectfully submitted,  
Jeff McCamish - Recording Secretary