

MACECOM Governance Board Minutes

July 11, 2017

Civic Center Meeting Rooms 3:00 pm

Present:

Chief Mike Brown, Fire Chiefs Assoc.
Chief Darrin Moody, Shelton Police
Commissioner Kevin Shutty, Mason County
Mayor Gary Cronce, City of Shelton

Commissioner Tom Taylor, Central Fire/EMS
Commissioner Curt Bennett, Fire Commissioner
Chief Tim McKern, CMFE

MACECOM Staff:

Executive Director Mike Evans
Deputy Executive Director Mary Ransier
Office Manager Jann Lusignan

1. The meeting was called to order at 3:00 pm by Chairman Darrin Moody and introductions were made around the room.
2. Mayor Cronce moved to approve the minutes of the June Governance Board meeting as presented. Commissioner Shutty seconded the motion, which carried.
3. Director's Report:
 - a. District 13 Radio Issues – Three transmitters/outputs are being reprogrammed correctly to get better coverage.
 - b. Strategic Planning – Draft is being worked on, next meeting is scheduled for August.
 - c. Staffing update – We are at full staffing and we are pushing along on training.
 - d. CAD/RMS – User information is still being received and being forwarded to ProPhoenix for programming.
 - e. Dispatch Consoles: Carpet is being installed July 28, with console installation to be scheduled shortly thereafter.
4. 2018 Budget/User Fees:

Our budget is worked on much earlier than other agencies as we need to get user fees approved and sent on to our user agencies for their budget process. Some significant changes from 2017 to 2018 budget are that we are needing to change our medical plans by the end of the year as AWC is changing their options and there is a 10% premium increase.

Executive Director Mike Evans would like to help the users in 2018 by paying the ProPhoenix user fees covering all user agencies with the understanding that the user agencies will be responsible for their fees in 2019. The fire districts will need to continue paying user fees to ERS for 2018 and this will help with their transition and not having to pay double maintenances. The annual maintenance fee would be \$120,000 coming from Capital Equipment Fund. This would mean that user fees would not have a significant change in 2018, but in 2019 user fees would increase to include ProPhoenix maintenance fees.

Significant changes with the 2018 budget includes moving contracted financial services to payroll, there is a 2% COLA figured in as contract talks are coming up, there is a \$25,000 increase to equipment rental as more infrastructure is being added. User fees stay fairly the

MACECOM Governance Board Minutes

July 11, 2017

Civic Center Meeting Rooms 3:00 pm

same, with the exception of Mason County Medic One as their fees have not been consistent with fire agencies. Another significant change is moving the emergency communications tax revenue to show more accurately what the agency has been receiving. An additional FTE was added in anticipating an additional communications officer. Deputy Executive Director Mary Ransier provided NENA Operations Standard 54-501A recommendation of MACECOM be staffed at 17 telecommunicators. Currently we are at 15.

The preliminary 2018 budget was included in the meeting packet. Executive Director Mike Evans went through line by line and reviewed each budget line. The next big anticipated expenditure will be law enforcement radio.

Mayor Cronce moved to approve the proposed 2018 user fees as presented at 2017 rates, knowing there will be an increase in 2019. Commissioner Taylor seconded. Chief Brown, representing Mason County Fire Chiefs Association, opposed. Motion carried. 2019 User Fees will increase to include ProPhoenix maintenance fees, therefore, rates would go up, but the user agencies will not be paying separate maintenance fees. Mayor Cronce and Commissioner Taylor commended Executive Director Mike Evans for the much improved financial position of MACECOM over the past five and a half years since separating from the city.

5. Good of the Order: None.
6. Next meeting: August 8th at 3pm in the Civic Center
7. Adjourn: Chief Moody adjourned the meeting at 3:31 pm.

Approved by:


Chairman, Darrin Moody, SPD Chief



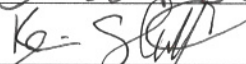
Vice Chair Tim McKern, Chief Central Mason Fire/EMS

Tracy Bogart, Sergeant STP

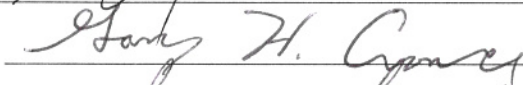
Curt Bennett, Fire Commissioner



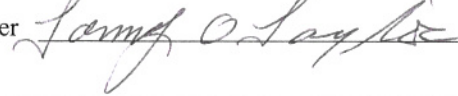
Kevin Shutty, County Commissioner



Gary Cronce, Shelton City Mayor



Tom Taylor, Central Mason F & EMS Commissioner



Joe Vukich, Chief, Skokomish Public Safety

Alex Ehler, Chief, Squaxin Island Police

Casey Salisbury, Sheriff

Mike Brown, Chief Mason County Fire District 12

