



Executive Board Meeting

1:30 p.m.

Microsoft Teams Meeting

Executive Board Members

Chair - Gary Robinson, Pierce County Finance Director

Vice Chair – Kristina Walker, Tacoma City Councilmember

Derek Young, Pierce County Council Chair

Brett Freshwaters, Pierce Transit Executive Director of Finance

Meeting Date: September 08, 2021

Meeting Time: 1:30 p.m.

Meeting Location: Microsoft Teams

I. Call to Order

Chair Robinson called meeting to order at 1:30 p.m.

II. Roll Call

Chair Gary Robinson	Present
Board Member Kristina Walker	Present (arrived 1:42pm)
Board Member Derek Young	Present (arrived 1:37pm)
Board Member Brett Freshwaters	Present

Quorum obtained at 1:42pm

III. Approval of Agenda

The agenda was approved as presented.

IV. Approval of Meeting Minutes

Chair Robinson moved to approve the CCN meeting minutes for February 10, 2021; Board Member Walker, seconded. The meeting minutes were approved unanimously.

V. Public Comment

There was no public comment.

VI. Old Business

a. Decommission of UHF (Ultra High Frequency)

The Executive Director asked the Board's permission to cover this topic in the Executive Director briefing.

VII. New Business

a. New Board Members

Chair Robinson introduced Pierce Transit Executive Director of Finance Brett Freshwaters as the new delegate for Pierce Transit and thanked him for filling the role for the duration of Pierce Transit's participation in the CCN.

VIII. Executive Director Briefing

Background:

Pierce Transit and Pierce County entered a joint venture, in public interest, to support the development, operation, and maintenance of a combined regional radio communications interoperability network, known as the CCN. This network was developed to provide day to

day and interoperable communications for regional transit, first responders and governmental agencies in and around the Pierce County region.

As a result of Pierce Transit providing a letter of intent on November 30, 2020, to exit the Combined Communication Network (CCN) partnership between Pierce Transit and Pierce County, there are critical objectives for Pierce Transit's exit process and eventual dissolution of the CCN.

Pierce Transit has established a target date of December 31, 2021 to be fully divested from the CCN joint venture partnership with Pierce County and have all UHF communication sites decommissioned (to include all associated equipment being removed).

Summary objectives:

a. Assets

To effectively settle all asset ownership transfers and payouts, the Pierce Transit/Pierce County financial and legal teams are collaboratively overseeing and managing the transition of assets over to Pierce County. This work will include asset ownership and valuation reviews and determinations (for transfer of assets to Pierce County). A lot of work has been done on determining the value and ownership. Pierce Transit suggested that rather than exchange funds, using the value of Pierce Transit's assets to offset 18 months of system access fees on the network. This would bring them into the new year as subscribers on the system. We also brought in an independent third party to take a look at the assets and determine their value. This will require a transfer agreement from both parties and have their respective attorneys for their review and signature.

b. Maintenance Contracts *(Target completion Qtr.4 2021)*

The following maintenance agreements have been identified and Pierce County has newly established contracts in place:

- Fuel *(Completed Qtr. 2 2021)*
- HVAC *(Completed Qtr. 2 2021)*
- Generator *(Completed Qtr. 2 2021)*
- Ground Maintenance *(In progress)*

Pierce Transit has dispatch consoles that are owned by Pierce County that they intend to retain for the next couple years so they will need to remain on the maintenance for Motorola system upgrades.

c. Site Lease Contracts *(Target completion Qtr.4 2021)*

All site lease agreements will need to be transferred or re-leased to Pierce County. Tim and Adam are working on tower/space lease agreements.

d. UHF System Decommissioning Work *(Target completion Qtr.4 2021)*

All UHF related equipment (interior & exterior) must be removed.

e. Subscriber Equipment Considerations

- Pierce Transit will need to provide Pierce County a dispatch console count that they intend to retain at Pierce Transit Dispatch over the next 2 years
- Review remote dispatch equipment (*Target completion Qtr.4 2021*)
- Pierce County owned consoles at Pierce Transit need to be kept on the maintenance plans and Motorola System Upgrade Agreement (SUA)
- Pierce Transit to return Motorola Network Monitoring (NM) Client to Pierce County (*Target completion Qtr.2 2022*)
- Review what subscriber assets can be transferred to Pierce County to build a cache of subscriber units for Transit response (*Target completion Qtr.3 2022*)

f. Frequency Licenses (*Target completion Qtr.4 2021*)

Tim and Adam will continue working towards the transfer of all frequency licenses

g. Agency Board/Council Actions (*Target completion Qtr.4 2021*)

The Pierce Transit Board and Pierce County Council will need to address/pass a resolution to dissolve the partnership in the CCN. ****Note: it was determined that since Pierce Transit gave notice to withdraw (per the agreement), joint action by the Board and Council is not necessary.***

h. End Joint Venture

Pierce Transit's partnership in the CCN joint venture is anticipated to be dissolved as of 12/31/2021.

Chair Robinson addressed the timing with regards to the action by the County. The County Council shared with other County departments during the fall that Council is going to be very focused on the biennial budget and associated ordinances. He asked Director Ferguson to work with CCN Board Member and Council Chair Young on the appropriate timing of a resolution for the Pierce County Council.

IX. Single County-Wide Communications System Briefing

The SCWCS is currently addressing two major issues:

1. Mitigating customer/stakeholder perception that there are two disparate emergency communication systems in Pierce County (700MHz and 800MHz). The emergency communication systems are connected and can seamlessly allow any first responder within the tri-county region to communicate via radio.
2. Assisting with completion of SS911's new Public Safety Communications Center (PSCC). Pierce County and City of Tacoma addressed the design, implementation and testing of their dispatch consoles, console networking equipment and ethernet transport to the emergency communications network. Unfortunately, the manufacturer's console design did not meet the emergency communication network Internet Protocol (IP) requirement. DEM staff assisted

SS911 and their contractor on the redesign of the dispatch console and networking system which would the dispatch console equipment to connect to the emergency communications network. DEM staff also assisted in developing the proper IP routing tables and fiber transport between the new PSCC and the core located at DEM.

Chair Robinson requested Communications Manager Tim Lenk discuss the status and stability of the emergency communications system.

Mr. Lenk explained that the County has a very robust emergency communications network with more than 41 public safety agencies throughout Pierce County using the system for their day-to-day operations. The primary users of the emergency communication system are law enforcement, fire, and EMS. There are also many strategic partners such as, Washington State Patrol, National Park Service, U.S. Coast Guard, and other stakeholders that use the system for mutual aid support and interoperability.

Lenk added the emergency communications network has a lot of resilience. It is reliable lifesaving communication resource for all first responders with an average of over 920,000 calls per month. Some examples of the resiliency of the network include, multiple microwave ring systems, generators, DC power plants, backup servers and a robust network monitoring system that provide on-going visibility of the network health.

X. Board Final Comments

Board Member Young offered the County Council could act on this matter by resolution in December should it be necessary. Executive Director Ferguson thanked the board members for their leadership in helping build this state-of-the-art communications system and establishing the foundation for a truly regional system. Board Member Freshwaters noted that Pierce Transit has enjoyed this partnership and that technology was simply taking them another direction. Chair Robinson noted that the Board would meet late in the year to close out the year and their time on the CCN board.

XI. Adjournment

Chair Robinson moved to adjourn; Board Member Walker, seconded. The meeting adjournment was approved unanimously.