

SNOCOM – SNOPAC Joint Task Force
Meeting Summary for December 20, 2016/9:00-11:00 am
 Location: Fire District 1 Headquarters

Note: *Follow-up action items are noted in italics. Decisions are underlined.*

Meeting Attendance:

Joint Task Force Members					
Bob Colinas	✓	Jon Nehring	✓	Rick Smith	X
Al Compaan	✓	Brad Reading	✓	Roy Waugh	X
Steve Guptill	✓	Bryan Stanifer	✓	Jon Wiswell	✓
Ralph Krusey	✓				
Staff Support Team					
Kurt Mills	✓	Karen Reed	✓		
Terry Peterson	✓	Brenda Froland	✓		

Welcome / Review of Today’s Agenda. Karen thanked the group for their continued work. She noted that the draft agenda for the January 4th Joint Board meeting is too long and the group will need to decide how to shorten it.

Standing Items:

- a. **Approval of Meeting Summary from Dec 14.** Bob asked for clarification on the section that documented the meeting with the Sheriff. Karen summarized the conversation as she recalled it. Additionally, Kurt provided an update from the last SNOPAC Board meeting, at which a motion was unanimously approved concurring that the Sheriff should have a seat on a consolidated Board and in addition, for the mix of electeds to practitioners on the Board to be as close to 50/50 as possible. Kurt stated that the office of Sheriff is truly a unique position in county government. The sheriff is elected by the voters of the entire county. The state legislature grants the sheriff his or her authorities under state law, RCW 36.28.010, which define the sheriff as the Chief Law Enforcement officer in a given county.

Steve Guptill noted that the JTF had been in agreement about the language that elected officials would choose who goes to the caucus. He stated that the SNOPAC Board was not suggesting that numerous positions be designated, but the uniqueness of the Sheriff’s position makes it reasonable.

The JTF was in agreement that if the position is designated, that the Sheriff needs to attend the meetings.

The meeting summary was unanimously approved. *Brenda will update the meeting summary and send to the Directors to upload to their websites.*

- b. Communications Updates / Roundtable.** The County Executive has requested an in-person briefing for the County Council's Law & Justice sub-committee. Kurt and Terry will *let the JTF know* when this is going to happen, hopefully in January. There have been no emails via the web links.
- c. Schedule Updates.** The JTF will not need to meet on Tuesday, January 3rd. The SNOCOM/SNOPAC Joint Board meeting will be at FD1 on January 4, 2017 from 0830-1100 a.m. The SNOCOM Board will meet afterwards in the same room.

Review/Edit/Approve: High-Level Summary of where we are on the major issues. Karen reminded the group that the January 4th Joint Board meeting would begin with this document and asked the JTF to scan updated sections (in bold). Bob suggested costs should include potential facility costs. Karen has heard conflicting information: that SNOPAC is large enough for a consolidated agency and that it is not large enough. Kurt clarified that while the facility is likely large enough, there is not enough parking and we would have to gain additional spots from the City of Everett.

Karen offered that staying in two buildings in an option as well. There was discussion about decoupling the facility RFP from the consolidation discussions as there are numerous options and no decision from the SNOPAC Board about what direction they will go; there is also the possibility that SNOCOM will need a new facility, but that is also an unknown at this time. Steve added that it wouldn't be accurate for people to assume that a new building is a cost of consolidation. Bob emphasized that it is important to know what could happen 5-10 years down the road as it could be a major factor in the decision about consolidation.

Terry reminded the JTF that under the consolidation model there will be two options: one building or two (existing facilities), and agreed that consideration of a new facility should be separate from the evaluation of consolidation. Karen stated that the Facility RFP will still be helpful, but we won't wait on it to move forward. Karen suggested new wording under Cost and the JTF unanimously approved the document with the one change.

- a. Project Work Plan Update.** Karen reviewed the updated work plan. She summarized that while we seem behind right now, a lot will happen in February, bringing us closer to the original schedule. After the January Joint Board meeting, another will follow in late February or early March.

Review/Edit/Approve: Assessment principles and briefing. Karen summarized that the Boards will be presented with an initial set of 10 principles for approval. We can share an overview of where we are on the assessment formula, but it is too early to get buy-off on this. The briefing will be presented by Karen, Kurt, and Terry. The JTF unanimously approved recommending the 10 assessment principles to the Boards for consideration.

Cost Modelling – Summary of Baseline Option. Terry reviewed the changes and noted he will add a caveat about facilities on both spreadsheets. Karen suggested that Kurt & Terry start the January 4th presentation with the takeaways, go into detail, and circle back to the takeaways. Some of the takeaways mentioned: basis for assumptions and adding context with historical cost information. The Cost Modelling document was unanimously approved to be forwarded to the Boards for consideration.

There was discussion about the perception that costs are out of control at SNO PAC; Bryan noted that this perception is not shared by all SNO COM Board members. The Directors will be providing some historical cost information that will help address concerns.

Governance Board Options. There was general discussion about the caucus model and whether or not the model would be successful in Snohomish County. Karen suggested the meeting could be about more than simply board elections. Caucuses meet every 2-4 years, depending on how board terms are structured.

- **Additional JTF recommended principles:** Rationale was proposed for #3 – Rules to establish caucuses. Karen asked JTF members to be prepared to verbalize rationale and support for governance principles. Bob was not ready to endorse / recommend governance principles, but acknowledged that he did not have another model that he would advocate for down the road. He clarified that he can recommend the principles as *options to be considered by the Boards* and was supportive of a nuance in the wording of the motion. With this rewording, the five additional principles were unanimously approved to be forwarded for Board consideration.
- **Other governance considerations:** Karen briefly reviewed the issues that have not been resolved, including how to address the Sheriff's interest in having a Board seat.
- **3 options recommended for consideration by Joint Board:** Karen gave an overview of the charts on options for structuring a 15-member Board. The JTF decided on three recommendations for police (B2, D2, A4) and three for fire (B2, D2, A4) and gave reasons for choosing them. Notes from discussion:
 - TAC members are appointed by Chiefs – will need clarification on the process for selecting TAC members to the Board if we go down this road
 - Important considerations: balancing representation between elected officials and senior staff, and ensuring participation by all members.
 - To spread representation to as many agencies as possible, a rule would be that a TAC representative couldn't be from an agency otherwise having a seat, but if the caucus has more seats than jurisdictions, this rule doesn't apply.
 - Weighted vote is a safeguard in the representative model.
 - Caucus discussions with stakeholders should occur after January 4th and before the next Joint Board meeting; Karen will be available by phone if there are questions.
 - The six options all meet the principles we've set out.

- It will be important to verbalize that although six options are being presented, 21 were reviewed.

Review/Edit/Approve: Proposed Agenda for January 4 Joint Boards Meeting. Karen will present the project update. Action on choice of entity will be postponed. Baseline Scenario will be moved up to #4 on the Agenda. There will be a short break at the meeting. Snacks will be provided. Karen will *send packet materials* to the JTF for review in advance of distribution to Board members on December 29th. Karen reiterated that it will be important for Joint Task Force members to be heard at the meeting on Jan 4.

Closing Comments / Adjourn. The JTF adjourned at 11:40 a.m.