

**SNOCOM – SNOPAC Joint Task Force**  
**Meeting Summary for March 7, 2017/9:00-11:00 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	X	Jon Nehring	X	Rick Smith	✓
Al Compaan	✓	Brad Reading	✓	Roy Waugh	✓
Steve Guptill	✓	Bryan Stanifer	✓	Ralph Krusey	✓
Staff Support Team					
Kurt Mills	✓	Karen Reed	✓		
Terry Peterson	✓	Brenda Froland	✓		

**Welcome / Review of Today's Agenda.** Karen welcomed the group and noted the primary goal for the day is to make final preparations for the Joint Board meeting this Thursday.

**Standing Items:**

- a. **Communications Updates / Roundtable.** There are updates scheduled for several cities. The City Managers' group has also requested an update. The JTF discussed the importance of explaining the costing scenarios and supporting assumptions and principles. Transparency is a high priority for the JTF. With some city finance staff already analyzing the data, the JTF agreed there is value in providing an opportunity for all interested finance staff to gather for a Q&A, in-depth review of the Directors' process. *An invitation will be forwarded to city/county finance representatives to attend the next JTF meeting on 3/21, and that agenda will be repurposed for the sole purpose of explaining the modelling of the scenarios and assessments.*
  
- b. **Schedule Updates.** The 3/21 JTF meeting will be at Station 11 across the street from FD1 HQ.

**Approval of Meeting Summary from Feb 21.** The meeting summary was unanimously approved. *Brenda will forward to the PSAP IT managers to upload to their websites.*

**March 9 Joint Board Agenda review.** Karen reviewed the agenda and packet materials for Thursday's meeting. Karen suggested mentioning the need for outside legal assistance at a cost of approximately \$5,000. While a media briefing had previously been suggested, the group decided that the appropriate time for a briefing would be after the final JTF meeting.

**Review of Scenario Cost Modelling and Assessments Presentation for Joint Boards.** Terry and Kurt walked the JTF through the Power Point presentation and handouts, asking for constructive criticism. There was detailed feedback. *Kurt, Terry, and Karen will incorporate the*

*suggestions into the materials and discussion points.* The assessment portion of the presentation will be high-level. A draft of individual agency assessments will be handed out only if there is a broad comfort level with the formula and process. The idea of mitigating increases for some agencies can be suggested at the Joint Board meeting, noting there is precedence with NORCOM.

*Later today, additional materials will be forwarded to Board members via email. This will include the Executive Summary and Pro Forma for each option, and the Assessment Formula Walk-Through documents.*

**Governance: Input from Boards and others.** A brief update will be provided on governance—specifically the schedule going forward-- but the bulk of the governance discussion will occur at the April 20<sup>th</sup> Joint Board meeting.

**Final direction to staff for March 9 Meeting.** JTF members should attend and participate as appropriate in the presentation by the Executive Directors.

**Next JTF Agenda.** Preparing for April 20.

**Closing Comments / Adjourn.** The JTF adjourned at 11:30 a.m.