



**Lewiston City Council
SPECIAL MEETING AGENDA
July 11, 2023 - 3:00 PM
Bell Building – Second Floor Conference Room – 215 D Street
Lewiston, Idaho 83501**

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's Facebook page or the City's website at cityoflewiston.org.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

This is an opportunity for citizens to address the Council on agenda items or other items they wish to bring to the attention of the Council. Citizens are encouraged to discuss operational issues in advance with the Mayor. In consideration of others wishing to speak, please limit your remarks to three minutes.

IV. DISCUSSION ITEMS

Please note that identifying an item as an "Action Item" does not require the City Council to vote on that item.

- A. JOINT DISPATCH CENTER:** Discussion and potential action on a Joint Dispatch Center - Action Item

V. UNFINISHED AND NEW BUSINESS

- A. CITY COUNCILOR COMMENTS:** Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion .

B. MAYOR COMMENTS

C. COUNTY COMMISSIONER COMMENTS

VI. ADJOURNMENT - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact City Clerk Kari Ravencroft at least forty-eight (48) hours in advance of the meeting at 208-746-3671, ext. 6203.



Public Safety Answering Point Consolidation

Implementation Plan

Background

Nez Perce County (County) and the City of Lewiston (City) cooperatively developed a consolidation implementation plan for public safety answering points (PSAPs) to be housed in a new facility. Both agencies sought a plan that supports shared information and communication technologies and enhances the safety of first responders and the citizens served by the PSAPs within Nez Perce County (county – geographically).

Implementation Plan - Core Project Team

Nez Perce County	City of Lewiston
County Commission • Doug Zenner, County Commissioner Nez Perce County Sheriff's Office • Bryce Scrimsher, Sheriff • Jason Lee, Administrative Lieutenant Nez Perce Emergency Joint Powers Communications Board (ECJPB) • Bill Reynolds, Geographic Information Systems (GIS) Coordinator • David Taylor, E9-1-1 (Enhanced) Coordinator	City Council • Dan Johnson, Mayor Lewiston Police Department • Budd Hurd, Chief of Police • Jeff Klone, Captain Lewiston Fire Department (LFD) • Travis Myklebust, Chief Community Representative • Steve Cooper

The Expanding Emergency Communications Ecosystem

VOICE AND DATA INCIDENT

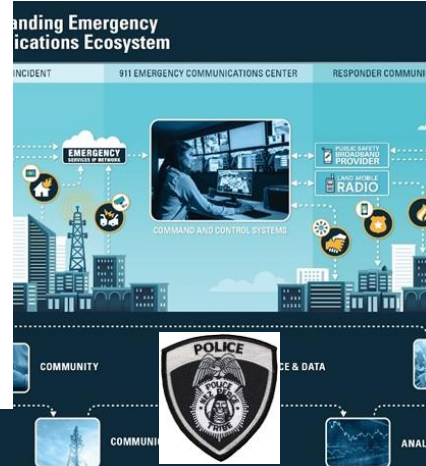
911 EMERGENCY COMMUNICATIONS CENTER

RESPONDER COMMUNICATIONS SYSTEMS

PARTNER AGENCIES / ENTITIES



Nez Perce Tribe



Lewiston FD



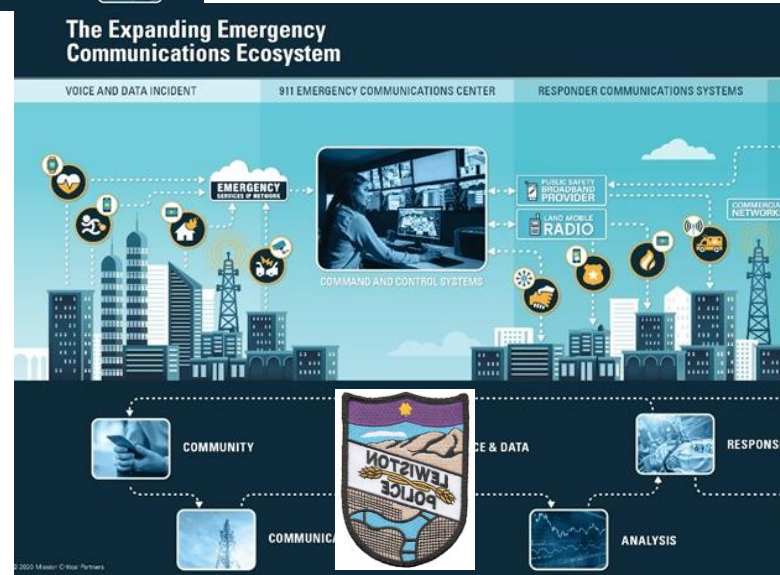
Latah County



Lewis County



Nez Perce County



Lewiston PD

Consolidation Outcomes

Governance and Management

- Establishes new representation and functional subcommittees on the Emergency Communications Joint Powers Board (ECJBP)
- Creates a business plan for the two PSAP entities, providing prospective new clients an overview of **operational**, technical, and financial business practices

Contractual Agreements and Official Documents

- Provides an opportunity to review existing and negotiate new agreements among a variety of vendors, partners, and service providers
- Establishes a single *Employer of Record* (EOR)

Organizational Structure

- Creates an opportunity to reorganize operational structure including classifications review, levels of supervisory authority, and new positions
- Provides an opportunity to establish a new functional reporting structure to gain efficiencies

Consolidation Outcomes

Human Resources

- Enhances operations and reduces liability exposure by increasing minimum staffing
- Improves retention and eliminates recruiting competition by aligning salaries and benefits
- Provides for review of both agencies' wages and benefits, culminating in negotiations and agreement on a single package for the new agency

Operations

- Review of mission-critical vs. non-mission-critical duties and tasks for new PSAP operations
- Service model is reconfigured to meet needs for routine and critical/large-scale incidents
- Provides for new policies and procedures development
- Creates a performance management program
- Establishes quality assurance(QA)/quality improvement (QI) program for the Hells Canyon Emergency Communications Center (HCECC) to align with the national standard

Consolidation Outcomes

Facilities

- Provides an opportunity to examine expansion for the new PSAP in an existing facility or constructing a new facility

Technology

- Review needs for new administrative phone system and use
- Provides for new backup operations and continuity of operations (COOP) provisions
- Creates an opportunity to review new unit types, call types, and incident and case number configuration as information or knowledge bank files are added to the combined computer-aided-dispatch (CAD) system
- Creates a new 911 system for the new consolidated PSAP
- Design and cost estimates for a fiber-optic network to include redundancy of the public safety network and Idaho Law Enforcement Telecommunication Systems (ILETS)
- Planning for funding and expansion of the radio network
- Increases need for public safety specific information technology (IT) support

Project Assumptions

Assumptions

- Technology, law enforcement, fire, and emergency medical services (EMS) subject-matter-experts (SMEs) will be available to provide functional expertise and support
- There may be a need for more technology support, including support in all core and non-core technologies and systems
- Next Generation 911 (NG911) will be paid for through the State as part of the re-write of the code
- There may be grant opportunities for capital investments
- Individuals will be assigned to the project that are familiar with the geographical area and the policies

Project Constraints

Constraints

- Technology, law enforcement, fire, and EMS SMEs will not be available to support the implementation plan full-time
- A single point of failure exists because of the fiber network, which may be costly to mitigate
- There is a lack of interoperability and disparate radio channels
- Funding may be a challenge

Consolidation Timeline



Conclusion

