GRANDVIEW CITY COUNCIL COMMITTEE-OF-THE-WHOLE MEETING MINUTES SEPTEMBER 26, 2023

1. CALL TO ORDER

Mayor Gloria Mendoza called the Committee-of-the-Whole (C.O.W.) meeting to order at 6:00 p.m., in the Council Chambers at City Hall.

The meeting was held in person and was also available via teleconference.

2. ROLL CALL

Present in person: Mayor Mendoza and Councilmembers Steve Barrientes, David Diaz, Laura Flores, Bill Moore (Mayor Pro Tem), Robert Ozuna and Joan Souders

Present via teleconference: None

Absent: Councilmember Javier Rodriguez

Staff present: City Administrator/Public Works Director Cus Arteaga, City Administrator Shane Fisher, City Attorney Quinn Plant, Police Chief Kal Fuller, Assistant Public Works Director Todd Dorsett and City Clerk Anita Palacios

A moment of silence was observed in memory of Councilmember Gay Brewer who passed away this past weekend.

3. **PUBLIC COMMENT** – None

4. **NEW BUSINESS**

A. Regional Dispatch Center

Police Chief Fuller provided a roadmap to a Regional Dispatch Center, a copy of which is attached hereto and incorporated herein as part of these minutes.

Discussion took place. No action was taken. For informational purposes only.

B. Resolution authorizing the Mayor to sign the Drinking Water State
Revolving Fund Loan Contract #DWL28174-0 with the Washington State
Department of Health to fund Water Storage Reservoir Improvements

City Administrator Arteaga explained that the City applied for and received a Drinking Water State Resolving Fund Loan from the Washington State Department of Health in the amount of \$9,090,000.00 to fund Water Storage Reservoir Improvements. He presented the Drinking Water State Resolving Fund Loan Contract #DWL28174-0 between the Department of Health and the City in the amount of \$9,090,000.00 to fund Water Storage Reservoir Improvements. The project would include the construction of an approximately 3 million gallon reservoir and the construction of approximately 3,100 feet of 12-inch and 16-inch transmission mains to connect the new reservoir to the water system.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Barrientes, the C.O.W. moved a resolution authorizing the Mayor to sign the Drinking Water State Revolving Fund Loan Contract #DWL28174-0 with the Washington State Department of Health to fund Water Storage Reservoir Improvements to the October 10, 2023 regular meeting for consideration.

Roll Call Vote:

- Councilmember Barrientes Yes
- Councilmember Diaz Yes
- Councilmember Flores Yes
- Councilmember Moore Yes
- Councilmember Ozuna Yes
- Councilmember Souders Yes
 - C. Resolution declaring certain City property from the Public Works

 Department as surplus and authorizing disposal by public auction, sale, trade or disposal

City Administrator Arteaga explained that the Public Works Department has the following vehicles and/or equipment which were no longer needed for the conduct of City business and were being recommended for surplus:

- Kubota M4500 tractor
- 2004 Chevrolet Pickup, VIN #1GCEK14V54Z267535, LIC #37461D
- 2004 Chevrolet Pickup, VIN #1GCEK14V64Z269813, LIC #37462D
- 2007 Chevrolet Pickup, VIN #1GCEC14C57Z541994, LIC #41256D

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Souders, the C.O.W. moved a resolution declaring certain City property from the Public Works Department as surplus and authorizing disposal by public auction, sale, trade or disposal to the October 10, 2023 regular meeting for consideration.

Roll Call Vote:

- Councilmember Barrientes Yes
- Councilmember Diaz Yes
- Councilmember Flores Yes
- Councilmember Moore Yes
- Councilmember Ozuna Yes
- Councilmember Souders Yes

D. Resolution authorizing the Mayor to sign the Local Agency A&E

Professional Services Negotiated Hourly Rate Consultant Agreement with

HLA Engineering and Land Surveying, Inc., for construction engineering

services on the Old Inland Empire Highway Improvements

City Administrator Arteaga explained that in 2013, the City received funding through the Surface Transportation Program for the Old Inland Empire Highway Improvements project. The City executed a Local Agency A&E Professional Services Agreement that included a Negotiated Hourly Rate for the Consultant Agreement with HLA Engineering and Land Surveying, Inc., as requested by the Washington State Department of Transportation (WSDOT) for construction engineering services. WSDOT has also added a 13.5% Disadvantage Business Enterprise goal to the project totaling \$42,900. In the Agreement, Number 13134C it identified a total dollar amount of \$330,000.00 which was within the approved grant amount and this agreement included the 13.5% DBE goal.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution authorizing the Mayor to sign the Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with HLA Engineering and Land Surveying, Inc., for construction engineering services on the Old Inland Empire Highway Improvements to the October 10, 2023 regular meeting for consideration.

Roll Call Vote:

- Councilmember Barrientes Yes
- Councilmember Diaz Yes
- Councilmember Flores Yes
- Councilmember Moore Yes
- Councilmember Ozuna Yes
- Councilmember Souders Yes
 - E. Resolution authorizing the Mayor to sign Supplemental Agreement Number 4 with HLA Engineering and Land Surveying, Inc., for professional engineering services relating to the Old Inland Empire Highway Improvements

City Administrator Arteaga explained that the City was currently under contract with HLA Engineering for the design of the Old Inland Empire Highway Improvements which were funded through the Surface Transportation Program. HLA was working on the design of this project and part of the design also included right of way acquisition. There was an additional \$30,000 in cost that need to be included in this agreement to support the additional work that was completed for this project. Supplemental Agreement Number 4 would adjust the original agreement amount from \$381,959 to \$411,959. The additional funds were supported within the current grant amount and would not require the City to adjust the City's Street Budget.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Flores, the C.O.W. moved a resolution authorizing the Mayor to sign Supplemental Agreement Number 4 with HLA Engineering and Land Surveying, Inc., for professional engineering services relating to the Old Inland Empire Highway Improvements to the October 10, 2023 regular meeting for consideration.

Roll Call Vote:

- Councilmember Barrientes Yes
- Councilmember Diaz Yes
- Councilmember Flores Yes
- Councilmember Moore Yes
- Councilmember Ozuna Yes
- Councilmember Souders Yes

F. Resolution declaring one Police Department handgun as surplus and authorizing transfer to the retired police officer

Police Chief Fuller explained that in 2018, a Memorandum of Agreement between the Teamsters Local No. 760 and the City was approved allowing an officer retiring with at least 20 years of service to be awarded his duty handgun upon retirement. The contract required written notice to the Mayor and a Notice of Surplus Property to be presented to Council. On August 14, 2022, Police Sergeant Lupe Martin retired in good standing with 23 years of service. The duty handgun assigned to Sergeant Martin was a PD H&K handgun, Serial No.25-135607DE. Notice of a Retirement Handgun Award was presented to the Mayor. The handgun may be declared surplus property and the process started to transfer personal ownership of the handgun to Sergeant Martin.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Barrientes, the C.O.W. moved Resolution declaring one Police Department handgun as surplus and authorizing transfer to the retired police officer to the October 10, 2023 regular meeting for consideration.

Roll Call Vote:

- Councilmember Barrientes Yes
- Councilmember Diaz Yes
- Councilmember Flores Yes
- Councilmember Moore Yes
- Councilmember Ozuna Yes
- Councilmember Souders Yes

G. Resolution authorizing the Mayor to sign Agreement No. 38201 between Yakima County and the City of Grandview in conjunction with the American Rescue Plan, Coronavirus State and Local Fiscal Recovery Funds Award for the Source Well Improvements

City Administrator Arteaga explained that Yakima County awarded ARPA grant funds in the amount of \$850,000 to the City to help fund the construction of a new 1,500 gpm well and redevelop existing source wells to regain additional water capacity. This project would improve water capacity and resiliency of the City's water system, accommodates forecasted future growth, addresses water quality issues, and optimizes the City's water rights. The new source well would include construction of a well house and pump controls, including chlorination equipment and back-up generator.

Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Moore, the C.O.W. moved a Resolution authorizing the Mayor to sign Agreement No. 38201 between Yakima County and the City of Grandview in conjunction with the American Rescue Plan, Coronavirus State and Local Fiscal Recovery Funds Award for the Source Well Improvements to the October 10, 2023 regular meeting for consideration.

Roll Call Vote:

- Councilmember Barrientes Yes
- Councilmember Diaz Yes
- Councilmember Flores Yes
- Councilmember Moore Yes
- Councilmember Ozuna Yes
- Councilmember Souders Yes
- 5. OTHER BUSINESS None

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6. ADJOURNMENT

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. meeting adjourned at 6:55 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk

ROADMAP

TO A REGIONAL DISPATCH CENTER







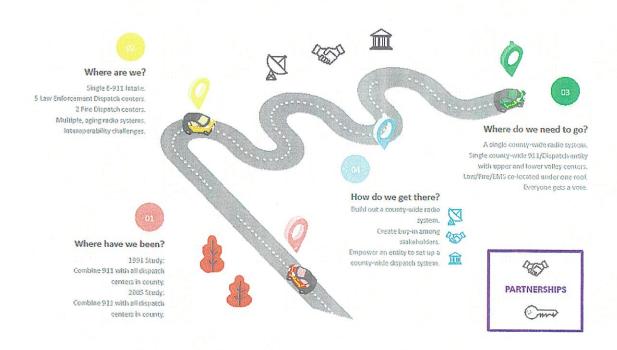


PREFACE

Every journey needs a roadmap to guide it. You must know where you have been, where you are and where you need to go. Most importantly, you need to know the major landmarks along the way to watch for.

In Yakima County we are on a journey to a regional dispatch center and this document represents our roadmap.

The key that starts the vehicle to get the whole journey started is summed up in the word "partnerships". This study was produced to help build partnerships to guide us through this journey.



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TIMELINE

A high-level overview of major mileposts on the journey Yakima County has had in moving toward a county-wide dispatch center.

- 1991 Study recommends a single Public Safety Answering Point (PSAP) with calls transferred to then current dispatch centers and a two year move to co-locate those dispatch centers in one place. A second option was having two (upper valley/lower valley) PSAP centers and within two years have co-located dispatch.
- 1992 November- E-911 tax implemented.
- 1993 April- Commissioners declare Yakima County Department of Communications (SUNCOM) responsible for providing E-911 PSAP services. Administration Board adopts an Operations board plan.
- 1993 September- E-911 fully operational within SUNCOM.
- 1993 November- Study/Report recommended consolidating dispatch centers with SUNCOM rather than Yakima City.
- 2005 GeoComm Dispatch Center and Radio System Interoperability Study recommended creating an Office of Emergency Communications and co-locating all dispatching there.
- 2022 County-wide Radio Infrastructure study started.
- Yakima Sheriff's Office locates a fiber optic connected YSO dispatch console within Grandview Police Department.

1991 STUDY OVERVIEW

See Attachment A for original document.

Recommendations:

Option 1

Single PSAP with call transfer to dispatch centers.

Over two years move to co-located dispatch.

Option 2

Dual location (upper/lower valley) PSAP with call transfer to dispatch centers.

Over two years move to co-located dispatch (note that some south valley PD's could stay with call transfer).

Roadblocks listed in study:

A patchwork of telephone service providers.

No county-wide Computer Aided Dispatch (CAD) system.

A county-wide radio plan is required.

"There are many operational and technical issues related to central dispatch that need to be worked out to make the operational aspects of central dispatch easier. This is especially true between the Upper and Lower Valley."

1993 REPORT ON CONSOLIDATION ALTERNATIVES

See Attachment B for original document.

Scope of Study:

In 1992 a new E-911 tax was implemented to set up a Yakima County 911 system.

In 1993 a subcommittee was set up to research consolidation alternatives. A combination of 911 with SUNCOM or a combination with the City of Yakima were both studied.

Conclusion:

The Consolidation of E-911 and the SUNCOM dispatch center will save money and generate more revenue than consolidation within the then-current City of Yakima dispatch center.

The consolidation of E-911 into the SUNCOM dispatch center option was chosen and implemented.

2005 GEOCOMM STUDY

See Attachment C for original document.

Scope of Study:

In 2005 Yakima County originated a feasibility study of consolidating any/all public safety dispatch services and the potential for interoperable communications among public safety agencies within the County.

Conclusion:

All call taking and dispatch services relating to public safety Calls For Service (CFS) should be consolidated using a phased approach over a two-and-a-half-year period, culminating in September 2008.

The purpose of consolidation is to provide the most efficient and effective public safety communication service that delivers the timely, appropriate response to all persons in Yakima County who are calling for law enforcement, firefighting, or medical assistance.

The inefficiencies of *(the current)* patchwork of systems will continue to grow and the public will eventually suffer from diminished effectiveness of the communications system.

The schedule could be altered depending on 1) funding and 2) revision of current jail management policies.

Components of Study:

Proposed Phases

- Phase 1. Have the Yakima Valley Conference of Governments (YVCOG) Create a new department titled Office of Emergency Communications.
- Phase 2. Implement an alternative location for PSAP if the main site goes down.
- Phase 3. Implement a uniform countywide CAD system.
- Phase 4. Assimilate all dispatching into the new OEC.
- Phase 5. Build a new joint Communications Center.
- Phase 6. Build out new radio systems.

2005 GEOCOMM STUDY

The chart below compares some roadblocks listed in the 2005 GeoComm study with current (2023) events.

PAST	PRESENT
Multiple independent dispatch centers.	The number of centers has been reduced and several current centers are interested in colocating.
Jail management policies (i.e., Dispatchers tasked with non-dispatch correction duties).	This has been eliminated or is desired to be eliminated.
Lack of a common Computer Aided Dispatch (CAD) system.	Most agencies in the county now have access to the same Spillman CAD system.
No common unified network for voice (radio) or data transmission.	A county-wide fiberoptic system was started in 2003 and is now in place.
	Yakima County now has a county-wide fiberoptic system and is involved in a study to go to bid for a county-wide radio system.

Intentionally left blank.

What is 9-1-1?

"9-1-1" has been designated as the "Universal Emergency Number," for citizens throughout the United States to request emergency assistance. It is a nationwide telephone number and gives the public fast and easy access to a Public Safety Answering Point (PSAP).

In 1967, the President's Commission on Law Enforcement and Administration of Justice recommended that a "single number should be established" nationwide for reporting emergency situations. The use of different telephone numbers for each type of emergency was determined to be contrary to the purpose of a single, universal number.

Local PSAPs are responsible for paying network trunking costs according to tariffed rates, and for purchasing telephone answering equipment from the vendor of their choice.

In 1992 9-1-1 was adopted by Yakima County and all public safety agencies within it.

In Yakima County the 9-1-1 PSAP operates within an entity known as "SunComm". SunComm intakes Yakima County 911 calls and forwards them to an appropriate dispatcher or dispatch center. SunComm is a hybrid county PSAP and city dispatch center that provides in-house dispatch service to the City of Yakima and by contract to Union Gap Police department.

How is 9-1-1 funded?

Every phone line pays a monthly 9-1-1 combined state (.70) and county (.25) tax of .95 cents. to support the 9-1-1 technology to operate a PSAP here in Yakima County. The state portion of the 9-1-1 tax funds Washington's 9-1-1 telephone system. This emergency system automatically provides a caller's name, address, and phone number to the 9-1-1 answering service.

Local 9-1-1 tax funds are used to operate a PSAP here in Yakima County, housed within SunComm.

Local tax funds coming in from phone line taxes is about \$2.4 million per year. Yakima County spends about \$75k per year on professional, technology, and facility services to maintain the 9-1-1 program. The balance is passed on to SunComm to pay for wages to hire 9-1-1 call-takers.

Who is responsible for Yakima County 9-1-1?

Yakima County, either directly or indirectly, is responsible for providing 9-1-1 services.

The title to all real property purchased or otherwise acquired with 9-1-1 taxes is in the name of Yakima County.

How is Yakima County 9-1-1 governed?

Yakima County set up an Interlocal Agreement (ILA) with every city as a member. The ILA set up an Administration Board made up of the highest-ranking elected official from each member jurisdiction. From the Administration board, a formula determines members of an Administrative Executive Board to make decisions regarding the affairs of the 9-1-1 center. There is also established in the ILA that an Operational Board will be created, by a formula, to govern the day-to-day operations and procedures of Yakima County 9-1-1.

SUNCOMM

What is SunComm?

SunComm is a City of Yakima dispatch center.

How is 9-1-1 related to SunComm?

Yakima County pays SunComm to provide 9-1-1 call takers for all of Yakima County.

SunComm hires 9-1-1 call takers and pays them with Yakima County tax funds. SunComm hires dispatchers to radio dispatch for Yakima police and fire. SunComm also contracts with Union Gap to provide them with radio dispatch services. Due to not keeping current on Motorola radio system updates SunComm is currently unable to dispatch for any other outside agencies.

What is SunComm's call volume?

In 2022 SunComm received about 160k calls. This included 65k Yakima Police incidents, 25k traffic stop calls, 12k Yakima Fire incidents, 6K ambulance calls and 15k Union Gap calls.

Because Yakima County did not set up a separate 9-1-1 PSAP center when the state 9-1-1 system went into effect, they allowed PSAP to be administered through the City of Yakima SunComm dispatch center. Over the years this distinction blurred and often people now believe SunComm and 9-1-1 are the same thing. They are not. 9-1-1 services are controlled by a formal Interlocal Agreement with administrative and operations boards. According to the ILA the county can maintain control over services or contract with another entity.

YAKCORPS

What is YAKCORPS?

The Yakima Consortium for Regional Public Safety.

YAKCORPS was established to provide public safety services to Yakima County by establishing terms of efficiency, economy, improved tools, improved coordination of data and improving the ability to better protect and serve the citizens of Yakima County.

YAKCORP is a consolidated public safety services consortium, which is a public agency.

Who operates YAKCORPS?

YAKCORPS is made up of member governmental jurisdictions that each have one representative on the General Membership Board. This board meets annually.

The General Membership Board oversees a seven-member Executive Board and an eleven-member Operations Board.

The Operations Board oversees seven committees to conduct the day-to-day business of YAKCORPS with the creation of an eighth committee in progress. The committees are:

Public Safety Dispatch - Fire

Public Safety Dispatch - Law

Public Safety Records -Fire

Public Safety Records -Law

Jails and Corrections

Prosecutors

Public Safety Technology

Public Safety Radio Communications (newly formed – still in ILA modification acceptance phase which is being coordinated via the current Executive Board Chair)

CURRENT DISPATCH CENTERS

How many dispatch centers are there currently in Yakima County?

Entity	Service	Calltaker	Dispatchers	Total (w/supervisors)
Yakima Sheriff's Office	Police		11	12
Yakima Fire District 5	Fire		8 (+4 Part Time)	9
Grandview PD	Police		5	5
Sunnyside PD	Police		8	9
SunComm (Yakima City)	Police/Fire	13	14	33

Washington State Patrol and Yakima Nation have separate radio and dispatch systems. They only intake their own calls. WSP will forward calls to local agencies as appropriate.

What challenges do current dispatch centers have?

All dispatch centers have a similar problem in hiring and retaining qualified people. Dispatch centers experience a migration of employees between themselves.

In today's employment climate it is increasingly un-sustainable for a small center to stay operational without large amounts of overtime and backfilling with non-dispatch personnel. The days of having a road officer or a fire officer cover the desk because there is not a dispatcher available are long past being acceptable.

With various leave laws and changing generational views of work/life balance there is a need to find a way to have sustainable centers that will move us into the future.

AGING RADIO SYSTEMS

What radio systems are currently in use?

Yakima County is very large with a diversity of terrain. It encompasses areas varying between dense urban populations with tall buildings to areas with treacherous mountain terrain.

Each entity in the county has created separate radio systems that meet most of their day-to-day needs. In the event of major incidents that require mutual aid responses this creates situations where responders are unable to talk to each other.

When will current radio equipment need to be replaced?

Absolutely every piece of equipment or technology in use today will need to be replaced at some point.

Every entity purchases and replaces equipment on its own timeline to meet its needs depending on the resources available at the time of replacement.

Equipment is often kept past is expected lifespan and necessary upgrades are not always done in a timely manner, if ever. This leads to waiting until there is a system failure to replace equipment. A system failure, however, is not something that is acceptable to the public as a trigger. It is expected that public safety has a plan to avoid failures.

Is there an alternative to haphazard radio system upkeep and maintenance?

A county wide system of radios and infrastructure that is maintained according to manufacturers and industry standards. A system that is planned ahead of time and can be budgeted for to maintain it appropriately. A system that will allow full interoperability within the county and with neighboring agencies during active shooter or other mutual aid situations.

WHERE DO WE NEED TO GO?

WHERE DO WE NEED TO GO?

What should the public safety radio system in Yakima County look like?

There should be a seamless county-wide radio system that provides interoperability among every part of the public safety team in a cost-efficient, sustainable, and well governed manner.

In short, everyone from one end of the county to the other end needs to be able to talk to everyone else when an emergency happens. By not having that ability, the safety of our citizens and the responders themselves is at risk.

What should dispatch services in Yakima County look like?

There should be a seamless county wide net of qualified people to answer emergency calls and dispatch the appropriate entity in an efficient, sustainable, and well-governed manner.

What redundancy should be built into a county-wide dispatch system?

In the event of a natural disaster there should be a seamless switchover to a secondary non-affected dispatch center site. This will be ensured by having an upper valley dispatch location and a lower valley dispatch location that are linked together and fully interchangeable.

"Big or small, we must respect them all."

Sheriff Robert Udell

WHERE DO WE NEED TO GO?

WHERE DO WE NEED TO GO?

What will be the interaction of Fire Services and Law Enforcement in consolidation?

Fire services and Law Enforcement have specialized dispatching needs. These must be recognized and planned for. In those areas where efficiency can be improved on both sides it needs to be implemented. In those areas where public safety demands separation it must be maintained.

Both Fire and Law Enforcement can benefit from being located together and interacting with each other and with the 911 call-takers. It is much easier to talk to someone across the room than by phone or text. Co-location provides for more cost-efficient delivery of services by sharing overhead expenses. With both having equal input to governance it assures mutual benefit.

What should governance and operation of Dispatching in Yakima County look like?

Any county-wide dispatch center in Yakima County needs to fairly address the needs of each participating agency. The best way to do this is with a neutral board to set policy and an operational board to oversee the day-to-day operations. Every entity may not always get exactly what they want but every entity will have a seat at the table and will have their policy and operational needs heard.

There is an existing model of this type of governance in YAKCORPS that oversees the current Public Safety Radio Communications work group.

"Every entity may not always get exactly what they want, but every entity will have a seat at the table..."

HOW DO WE GET TEHRE

HOW DO WE GET THERE?

How do we get a county-wide radio and infrastructure system?

Everyone in the county that uses radios and needs interoperability must work together to assess the needs of the users. This is being done by a study to discover the current state of the systems, analyze what technology is available to meet the needs and come up with a strategy to meet the needs. This strategy will include producing a request for proposal (RFP) to send to vendors to determine the cost.

This process was started about five years ago and is moving toward a conclusion. When finished there will be an understanding of the full scope and cost for the system. As this information becomes available, work will is also beginning on figuring out the funding process (i.e., taxes, grants, etc.).

How do we create buy-in among stakeholders?

Share real and transparent information.

There are a lot of assumptions among the public and various entities. The public assumes that police, deputies, and fire services already have interoperability and have efficient and co-located dispatch. All of public safety and the elected officials that oversee it need to meet the public's expectations.

There needs to be an informational campaign to let everyone know the current state of the public safety radio and dispatch systems.

Elected officials must be informed about what other entities are doing and the state of affairs county-wide. They need to be given correct and un-varnished information to empower them to take up the cause to make our county equally safe from one end to the other.

HOW DO WE GET TEHRE

HOW DO WE GET THERE?

How do we set up a county wide system to oversee radio and dispatch needs?

Based upon models that have proven themselves in the past, a Valley Emergency Communications board needs to be set up to start overseeing the consolidation of dispatch centers with 911. This board needs to be overseen by a neutral entity made up of representatives from every stakeholder in the valley.

Currently there is an entity in the Yakima Valley which is known as the "Yakima Consortium for Regional Public Safety" (YAKCORPS). In its Inter-local Agreement, its purpose is defined as providing public safety services for its members, thereby benefiting them in terms of efficiency, economy, improved tools, improved coordination of data and/or improving the members ability to better protect and serve the citizens of Yakima County.

ATTACHMENTS:

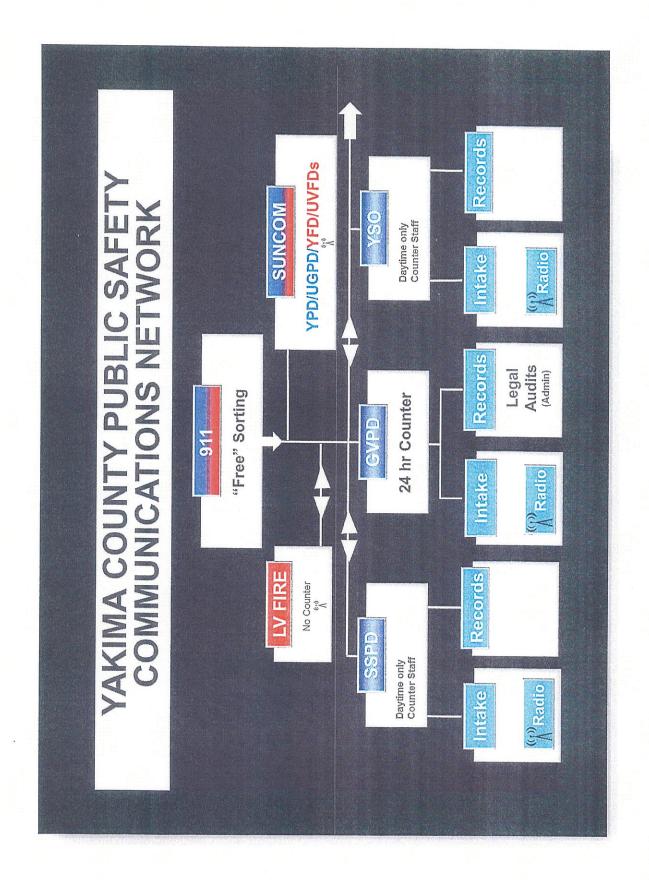
Attachment A - 1991 Study

Attachment E - Roadmap Graphic

Attachment B - 1993 Report

Attachment C – 2005 GeoComm Study

Attachment D – Future Comm Network



COMMUNICATIONS NETWORK





VALLEY EMERGENCY COMMUNICATIONS CENTER

<u>-</u>

North Valley Center

South Valley Center Granger

VSO

Grandview

Selah

Sunnyside

Moxee

Toppenish

Tieton

Malaton

Walbaito

Zillah

DIST 5 FIRE

ROADMAP TO A REGIONAL DISPATCH CENTER

