

Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday June 9th, 2021 @ 10:00 AM

Remote ZOOM Meeting

Attendance

Board Members: Chet Makinster; Kurt Sacha; Jim Kambeitz; Joe Gardner; Brad Thurman; Andy Hamilton; Alan Headley; Ralph Herrera; Bill LeMonds (alternate, voting)

Staff: Dave Storaker; Briana Harvill; Frank Randolph (general counsel); Jerry Jensen; Deanna Wells; Janelle Edwards

Guests: Chris Smith; Scott Neves; Darr Kirk; Robert Huhta; Troy Brightbill; Dari Reddy; Susan Ronning; John Collins; Jennifer Skilowitz; Justin Kunneny; Chris Leiker; Seth Hart; Kristine Swanson

Board Members Absent and No Alternate:

1. Call to Order and Introductions

Joe Gardner called the meeting to order at 10:01 AM.

2. Approval of the Agenda

Recommended Action: A motion to approve the agenda as presented.

Thurman made a motion to approve the agenda as amended. Headley seconded; all in favor, motion carried.

3. Approval of Meeting Minutes

A. 05/26/21

Recommended Action: A motion to approve the meeting minutes from 05/26/21

There were a few minor adjustments to wording. Headley made a motion to approve the meeting minutes as amended. Hamilton seconded; all in favor, motion carried.

4. Public Comment

- A. The public comment period allows any member of the public to speak to any item that is not on the regular agenda. The Chair asked if any members of the public were attending the meeting and no members of the public were in attendance.

5. Payables

The following transactions are approved as presented

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 06/04/21	623-657	\$ 116,780.99
Claims 05/28/21	607-617	\$ 414,216.49
Claim 06/01/21	660-661	\$ 150,228.05
TOTAL		\$ 681,225.53

Recommended Action: Motion to approve the payables as presented

Sacha made a motion to approve the payables as presented. Hamilton seconded; all in favor, motion carried.

6. Red Canoe Account Update

- A. Phil Jurmu will need to be removed from the Red Canoe Business account. The Signers will be the following individuals: Finance Admin Specialist, currently Rachael Young; and the Executive Director, currently Dave Storaker.

Makinster made a motion to approve the changes as presented on the Red Canoe Business Account 198999. Sacha seconded; all in favor, motion carried.

7. Personal Services Agreement with ADCOMM Engineering

ADCOMM Engineering, CVE Technologies Group, and More Power Technology Group will complete phases 2-5 of the Cowlitz 911 Public Authority technical relocation from our primary and back up sites, to the new Ocean Beach facility. Provided in the attachment is the scope of work, projected project cost, equipment replacement and relocation cost, and projected annual ongoing costs. The Cowlitz 911 staff recommends the board accept and approve the attached professional service agreement to ensure the necessary support, transition of technology equipment from our two current sites, to the new back up site and primary facility which will include a robust public safety network, business network, phone systems, CAD server design and required equipment.

Recommended Action: Motion to approve the Personal Services Agreement with AdComm Engineering.

Thurman made a motion to approve the personal Services Agreement with AdComm Engineering. Headley Seconded; all in favor, motion carried.

8. Amended Policy -008 Exposure Control Program Policy

Recommended Action: Motion to approve the amended policy 008 Exposure Control Program Policy

Sacha made a motion to approve the policy with the recommended amendments as discussed. Makinster seconded; all in favor, motion carried.

9. Board Comments/Board Committee Reports

- A. LAW TAC Update: Next meeting in July
- B. FIRE TAC Update: Working on radio policy manual book updates

10. Director's Report

- A. **Staff Update:** 16 dispatchers and 2 trainees by July 1st. One has come back from long term injury. One is still off on a long term illness. HR and supervisory staff still working on getting the 8 candidates for the academy that is set to start on July 26th.
- B. **Climate and Culture:** Lack of staffing and mandated overtime. This issue was also a concern with exiting employees during exit interviews. Cowlitz 911 is working with the guild to make positive changes.
- C. **Facility Update:** Set to receive the first half of the lumber shipment. Will be completed by Jan 4th, 2022 date.
- D. **Radio Infrastructure:** Testing of the Kalama system that failed. Hall of Justice parts are still expected July 9th. Castle Rock high tower, building permit has been applied for and electrical permit will be applied for today. Columbia county site working with Columbia county PSAP to be able to use their site. Bakers Corner special use permit was approved yesterday. Woodland tower FAA license has been approved for the new location.
- E. **Analytics** (*provided at the first meeting of the month*) We answered at 95.77% for the month of May.

11. Old Business

12. Executive Session (If Needed): Potential Litigation and Performance of a public employee. Entered executive session for 20 minutes starting at 11. Will come out at 11:20. 10 minute extension until 11:30. Postpone MOU decision until next meeting pending legal advice.

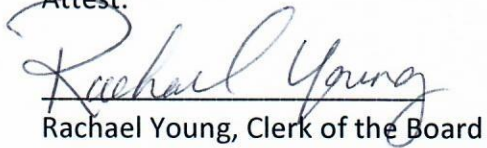
13. Adjournment

Meeting adjourned at 11:33 AM.

14. Closed Meeting (If Needed):


Joe Gardner, Chair

Attest:


Rachael Young, Clerk of the Board