

Cowlitz 911 Public Authority Board of Directors
Meeting Minutes
Wednesday February 23rd, 2022 @ 10:00 AM
Remote ZOOM Meeting

Attendance

Board Members: Ruth Kendall; Kurt Sacha; Jim Kambeitz; Dennis Weber; Brad Thurman; Andy Hamilton; Alan Headley; Bill Lemonds; Jim Kelly

Staff: Deanna Wells; Norm Krehbiel; Briana Harvill; Jerry Jensen

Guests: Chris Smith; Robert Huhta; Darr Kirk; Scott Neves; Charlie Worley

Board Members Absent and No Alternate:

1. Call to Order and Introductions

Brad Thurman called the meeting to order at 10:00 AM.

2. Approval of the Agenda

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

Add 12C – ECW CallWorks Update

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

3. Approval of Meeting Minutes

A. 02/09/2022

Recommended Action: A motion to approve the meeting minutes from 02/09/2022

Headley made a motion to approve the meeting minutes. Kambeitz seconded; all in favor, motion carried.

4. Public Comment

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
Claims 02/11/22	195-203	\$ 25,228.05
Payroll 02/18/22	204-241	\$132,184.71
TOTAL		\$ 157,412.76

Recommended Action: Motion to approve the payables as presented

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

6. Motorola Radio Consoles Contract

Recommended Action: Motion to approve moving forward in purchasing radio consoles for up to \$260,250 plus tax.

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

7. ISP – This is a budgeted item so there is no need to approve.

8. Work From Home Policy – Recommended that this wait until a new director is on board. Tabled for now.

9. Consider Extension of Legal Services Agreement

The board can choose to extend the contract for an additional 2 years with an increase of \$5/hour. Frank Randolph's hourly rate will be \$205 instead of \$200. With the extension the contract will go through March 31, 2024.

Hamilton made a motion to approve the extension of legal services agreement as presented. Sacha seconded; all in favor, motion carried.

10. Board Comments/Board Committee Reports

A. LAW TAC Update- No update

B. FIRE TAC Update- No update

11. Director's Report

A. **Staffing Update**- 17 dispatchers and 3 trainees

B. **Climate and Culture**- Leadership training with Dave LaFave will be next Monday February 28th

C. **Facility Update**- April 21st is substantial completion and Norm encouraged board members to go visit the site.

D. **Radio Update**- Cowlitz 911 has the PUD agreement ready for the Castle Rock site and we are just waiting for them to process it so that the PUD power can get set up out there. We are also waiting on some parts for this site. There are some issues at the Abernathy site from the storm back in December. There was ice fall that broke one of the dishes and it was taken down to try to repair but there was too much damage. We have a microwave ordered for that location and some other repairs need to be done but that will not be until the spring. The broken equipment has been reinstalled, but it could impact the coverage. The issues with COVID and the supply chain have made it difficult to get equipment in a timely manner. We waited for the last microwave for about 7 months so it's just a waiting game at this point. Baker's Corner broke ground and the civil work is being done there. We are still working with the Mayor regarding the Woodland site.

12. Old Business

A. **Revised COVID Policy** – Cowlitz 911 presented the revised policy and informed the board that L&I and WCIA have cleared us to step outside of the CDC guidelines if staffing levels became critical. Some board members still had some concerns and wanted to know if there was anyway we could look into partnering with CRESA when staffing levels are below minimum. Briana was able to find a management flow-chart Janelle had put together with more specific details on the process staff will go through to reach a decision when stepping outside of CDC guidelines. The board seemed pleased with the process and noted that at the bottom of the flow-chart there was reassurance that we will be following CDC guidelines under normal circumstances and that the only time we will go against the guidelines is when staffing levels are critical and we stated we would follow L&I Dosh Directive 1.70.

Weber made a motion to approve the revised COVID policy as presented. Kambeitz seconded; all in favor, motion carried.


B. Executive Director Recruitment Update – John Diamond will be the finalist. He will come for an in-person interview on March 11th.

C. ECW CallWorks Update – This was approved last meeting. Deanna was providing an update on the price. She negotiated the price of maintenance down by 37%.

13. Executive Session: RCW 42.30.110(1)(g). The board entered executive session at 10:55 for 25 minutes. They came out of executive session at 11:15. John Diamond will be the final candidate and he will come for an in-person interview on March 11, 2022.

14. Adjournment: Meeting adjourned at 11:17

15. Closed Meeting: Will be Held



Brad Thurman, Chair

Attest:



Briana Harvill, Acting Clerk of the Board