

Cowlitz 911 Public Authority Board of Directors
Meeting Agenda
Wednesday January 18th, 2023 @ 10:00 AM
Hybrid – Boathouse & ZOOM

1. Call to Order and Introductions

2. Approval of the Agenda

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

3. Nomination and Selection of Board Chair

4. Nomination and Selection of Vice Chair

5. Approval of Meeting Minutes

A. 11/16/22 & 12/14/22

Recommended Action: A motion to approve the meeting minutes from 11/16/22; 12/14/22

6. 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. There is a time-limitation of 3 minutes. All comments should be directed to the Chair.

7. Payables

The following transactions are approved as presented

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 12/09/22	12110-12129	\$(68,315.04)
Payroll 12/09/22	1568-1588	\$88,123.76
Payroll 12/12/22	1607-1625	\$67,981.06
Payroll 12/20/22	1628-1665	\$124,600.64
Payroll 01/05/23	1-41	\$135,487.95
Claims 12/09/22	1589-1604	\$ 95,715.80
Claims 12/22/22	1668-1688	\$287,651.15
Claims 01/06/23	48	\$124,517.70
Claims 01/13/23	59-88	\$ 197,867.43
TOTAL		1,053,630.45

Recommended Action: Motion to approve the payables as presented

8. Financial Report for December 2022- No action needed

9. Pulse Point Presentation and decision

10. Approval of MOU Adding Juneteenth as a recognized holiday

Recommended Action: Motion to approve the MOU adding Juneteenth as a recognized holiday. Non-represented staff to follow guild contract.

11. Board Comments/Board Committee Reports

A. LAW TAC Update

B. FIRE TAC Update

C. User Fee Committee Formation

12. Director's Report

A. Staffing Update

B. Climate and Culture

C. Facility Update

D. Radio Update

E. Reminder: Board Members and alternates will need to provide proof of OPMA training to the Clerk

13. Executive Session: RCW 42.30.110(1)(i) Potential Litigation

14. Adjournment

Cowlitz 911 Public Authority Board of Directors
Meeting Minutes
Wednesday November 16th, 2022 @ 10:00 AM
Hybrid – Boat House & ZOOM

Attendance

Board Members: Ruth Kendall; Jim Kambeitz; Brad Thurman; Andy Hamilton; Alan Headley; Bill Lemonds; Ralph Herrera

Staff: John Diamond; Frank Randolph (general counsel); Rachael Young; Briana Harvill; Deanna Wells; Jerry Jensen

Guests: Scott Neves; Sammy Brown;

Board Members Absent and No Alternate: Kurt Sacha; Dennis Weber

1. Call to Order and Introductions

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

2. Approval of the Agenda

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

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

3. Approval of Meeting Minutes

A. 10/19/22

Recommended Action: A motion to approve the meeting minutes from 10/19/22

LeMonds made a motion to approve the meeting minutes. Headley 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
Payroll 10/20/22	1319-1356	\$ 118,235.83
Payroll 11/04/22	1393-1430	\$ 126,460.24
Claims 10/14/22	1286-1314	\$ 228,377.41
Claims 10/28/22	1367-1381	\$76,494.14
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TOTAL		\$549,567.62

Recommended Action: Motion to approve the payables as presented

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

6. Financial Report for October 2022- No action needed

7. Approval of the Davis Peak Tower Site Lease

Recommended Action: Motion to approve the Davis Peak Tower Site Lease agreement as presented.

Herrera made a motion to approve the Davis Peak Tower Site Lease agreement as presented. Headley seconded; all in favor, motion carried.

8. Approval of Purchase Card Policy Update

Recommended Action: Motion to approve the updated Purchase card policy as presented.

Headley made a motion to approve the updated Purchase Card Policy as presented. LeMonds seconded; all in favor, motion carried.

9. Approval of Employee Recognition Policy Update

Recommended Action: Motion to approve the updated Employee Recognition Policy as presented.

Headley made a motion to approve the updated Employee Recognition Policy as presented. Herrera seconded; all in favor, motion carried.

10. MOU- Retention Bonus Addition

Recommended Action: Motion to approve the MOU- Retention bonus addition as presented.

Herrera made a motion to approve the MOU-Retention bonus addition as presented. LeMonds seconded; all in favor, motion carried.

11. MOU- New Hire Sick leave Bank

Recommended Action: Motion to approve the MOU-New Hire Sick Leave Bank as presented.

Kambeitz made a motion to approve New Hire Sick Leave Bank as presented. Headley seconded; all in favor, motion carried.

12. Board Comments/Board Committee Reports

A. LAW TAC Update: No Update

B. FIRE TAC Update: Met Monday. Worked on the finalization of the radio manual. Mob officer and system failure contact were the big points.

13. Director's Report

A. **Staffing Update:** 18 on schedule, 4 in training, 2 on leave, 1 going on leave at the end of this month, and 1 returning in December. Dispatcher retiring Jan 1, 2023 and April 5th 2023 as potential retirement.

B. **Climate and Culture:** Seeking first to assume the best and offer support day to day. Frustrations stills exist with a lot of overtime and fatigue as well as cold season.

C. **Facility Update:** RFM was on site last week. Presented their site visit report. It has 76 defects or deficiencies with construction. A more normal number would be 6. Some progress. Stated completion date of Dec 27th.

D. **Audit Update:** Complete, no findings.

E. **Radio Update:**

i. Small Works Roster- batteries at our sites- no responses so going out for bid again. Wells will look into other types of batteries like lithium.

ii. Work with Day on a change order from the Radio Site Improvements RFP.

iii. Kambietz had a question of a backup for Spillman. CRP team has designed the redundancy. We will have a fail over at the HOJ and Ocean Beach. It will be a down time of 5 minutes.

14. Executive Session: RCW 42.30.110(1)(i): The board announced they would be entering into executive session at 10:40 for 15 minutes under for RCW 42.30.110(1)(i) and return at 10:55 AM. The board come out of executive session at 10:55. No decisions were made.

15. Budget Review

16. Old Business:

A. Special Meeting will be on Dec 14th.

B. Pulse Point – board review to familiarize yourself with it

C. State Audit Report: Clean and said good things about Rachael- it went well.

17. Adjournment: Meeting was adjourned at 11:30.

Brad Thurman, Board Chair

Attest:

Rachael Young, Clerk of the Board

Cowlitz 911 Public Authority Board of Directors
Meeting Minutes
Wednesday December 14th, 2022 @ 10:00 AM
Hybrid – EOC & ZOOM

Attendance

Board Members: Ruth Kendall; Kurt Sacha; Jim Kambeitz; Dennis Weber; Brad Thurman; Andy Hamilton; Sammy Brown (alternate,voting); Jim Kelly (alternate, voting); Marisa Hutchenson (alternate, voting)

Staff: John Diamond; Frank Randolph (general counsel); Rachael Young; Briana Harvill; Deanna Wells; Jerry Jensen; Don Turrentine;

Guests: James Graham; Jen Ortiz

Board Members Absent and No Alternate:

1. Call to Order and Introductions

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

2. Approval of the Agenda

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

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

3. Approval of Meeting Minutes

A. 11/16/22

Recommended Action: A motion to approve the meeting minutes from 11/16/22

Tabled. Need to update the motion wording to match the motions made.

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

Payroll 11/18/22	1457-1494	\$ 127,863.07
Payroll 12/05/22	1515-1552	\$ 143,366.05
Claims 11/10/22	1435-1452	\$ 86,633.00
Claims 12/01/22	1512-1514	\$186,353.50
Claims 11/23/22	1499-1511	\$211,873.50
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TOTAL		\$756,089.12

Recommended Action: Motion to approve the payables as presented

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

6. Financial Report for November 2022- No action needed

7. Approval of Resolution 2022-008 Approve and adopt the 2023 Budget

Recommended Action: Motion to approve Resolution 2022-008 Approve and Adopt the 2023 Budget as presented.

Sacha made a motion to approve Resolution 2022-008 Approve and Adopt the 2023 Budget as presented. Brown seconded; all in favor, motion carried.

8. Managed I.T. Services RFP Approval

Recommended Action: Motion to approve the RFP for Managed I.T. Services as presented
Brown made a motion to approve the RFP for Managed I.T. Services as presented. Kendall seconded; all in favor, motion carried.

9. Approval of Lease Agreement with Cowlitz County

Recommended Action: Motion to approve the lease agreement with Cowlitz County as presented.
Sacha made a motion to approve the lease agreement with Cowlitz County as presented. Kelly seconded; all in favor, motion carried.

10. Board Comments/Board Committee Reports

- A. LAW TAC Update- Constant changes to the infrastructure
- B. FIRE TAC Update- No Update
- C. Forming a User Fee Committee to review and finalize a formula for user fees effective in 2024: assess after the first of the year. Please add Kris Swanson to the list. Would like it effective for February of 2023.

11. Director's Report

- A. **Staffing Update:** 18 dispatchers, 4 in training, 1 retiree Jan 1, another April 5th, 8 non-represented staff- COLA increases to follow the guild (minimum 2% and max 5%)
- B. **Climate and Culture:** Mood is good right now. Thanks to Harvill and Reeves for taking care of holiday and items.
- C. **Facility Update:** OAC meeting was done onsite: VP of Operations and architects. Superintendent is supposed to submit daily reports. Haven't seen one since October of 2021. Jan 13th substantial completion date.
- D. **Radio Update:** Meeting with Day to do a change order to the previous contract we had for Radio improvement. Day went out and realigned the microwave at Rainier. They will do the same at Columbia Heights. Mt Solo site has created a bottle neck so they have it shut off. The patches aren't going through. Deer Island in the next 2 weeks replacing the floor then we will be able to take off. As well as a tower study and waiting on the information to come back.
- E. **Board Member Selections coming up in January**
- F. **Board Members and alternates will need to provide proof of OPMA training to the Clerk:** Young will send out
- G. **Updated the agreement with Cowlitz 2 Fire and Rescue:** Made edits to the current agreement
- H. **Pulse Point:** Simple app. Lets you know all the fire calls. It can be tailored to what you want people to receive. Helpful for cardiac arrest. Start up cost and annual fee.

12. Executive Session: 42.30.110(1)(i) and 42.30.110(1)(g) The board entered executive session 10:50 am for 20 minutes and will return at 11:10. Requested a 5 min extension to return at 11:15. Board returned at 11:15 no decisions were made.

13. Adjournment: Director 6 month review was successful. Approval to give him his step increase retro active to October.

Meeting was adjourned at 11:17

Brad Thurman, Board Chair

Attest:

Rachael Young, Clerk of the Board

CHECK REGISTER

Cowlitz 911

Time: 08:57:02 Date: 01/13/2023

12/06/2022 To: 12/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1587	12/09/2022	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	19,808.72	941 Deposit for Pay Cycle(s) 12/09/2022 - 12/09/2022
1657	12/20/2022	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	20,880.79	941 Deposit for Pay Cycle(s) 12/20/2022 - 12/20/2022
1568	12/09/2022	Payroll	1	12110			Deleted Payroll Entry - BIAS Client Services
1569	12/09/2022	Payroll	1	12111			Deleted Payroll Entry - BIAS Client Services
1570	12/09/2022	Payroll	1	12112			Deleted Payroll Entry - BIAS Client Services
1571	12/09/2022	Payroll	1	12113			Deleted Payroll Entry - BIAS Client Services
1572	12/09/2022	Payroll	1	12114			Deleted Payroll Entry - BIAS Client Services
1573	12/09/2022	Payroll	1	12115			Deleted Payroll Entry - BIAS Client Services
1574	12/09/2022	Payroll	1	12116			Deleted Payroll Entry - BIAS Client Services
1575	12/09/2022	Payroll	1	12117			Deleted Payroll Entry - BIAS Client Services
1576	12/09/2022	Payroll	1	12118			Deleted Payroll Entry - BIAS Client Services
1577	12/09/2022	Payroll	1	12119			Deleted Payroll Entry - BIAS Client Services
1578	12/09/2022	Payroll	1	12120			Deleted Payroll Entry - BIAS Client Services
1579	12/09/2022	Payroll	1	12121			Deleted Payroll Entry - BIAS Client Services
1580	12/09/2022	Payroll	1	12122			Deleted Payroll Entry - BIAS Client Services
1581	12/09/2022	Payroll	1	12123			Deleted Payroll Entry - BIAS Client Services
1582	12/09/2022	Payroll	1	12124			Deleted Payroll Entry - BIAS Client Services
1583	12/09/2022	Payroll	1	12125			Deleted Payroll Entry - BIAS Client Services
1584	12/09/2022	Payroll	1	12126			Deleted Payroll Entry - BIAS Client Services
1585	12/09/2022	Payroll	1	12127			Deleted Payroll Entry - BIAS Client Services
1586	12/09/2022	Payroll	1	12128			Deleted Payroll Entry - BIAS Client Services
1588	12/09/2022	Payroll	1	12129	WASHINGTON STATE DEPT OF RETIREMENT		Incorrect check Amount
1589	12/09/2022	Claims	1	12130	ADCOMM ENGINEERING LLC	19,068.75	INV: 16217
1590	12/09/2022	Claims	1	12131	AT&T MOBILITY LLC	242.83	INV: 287315187389X11272022
1591	12/09/2022	Claims	1	12132	CENTURYLINK	538.21	INV: 206-Z20-0449 994B 1222
1592	12/09/2022	Claims	1	12133	TECHNALYTIX COMPASS LANE INC	648.54	INV: 113633
1593	12/09/2022	Claims	1	12134	COWLITZ 911 - PETTY CASH	122.59	INV: PC120222
1594	12/09/2022	Claims	1	12135	COWLITZ COUNTY LEASE PAYMENT	14,470.31	INV: OFM-2022-1261222
1595	12/09/2022	Claims	1	12136	COWLITZ PUD	867.61	INV: 4671145 1222; INV: 4737086 1222; INV: 4745063 1222
1596	12/09/2022	Claims	1	12137	CUMMINS SALES AND SERVICE	1,146.86	INV: 05-62488
1597	12/09/2022	Claims	1	12138	DAY WIRELESS	37,728.84	INV: INV753576; INV: INV752702
1598	12/09/2022	Claims	1	12139	FRANK F. RANDOLPH	4,223.00	INV: RLF120122
1599	12/09/2022	Claims	1	12140	GOODSTEIN LAW GROUP PLLC	5,983.00	INV: 1202202

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Cowlitz 911

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12/06/2022 To: 12/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1600	12/09/2022	Claims	1	12141	MORE POWER TECHNOLOGY- NONPROJECT	751.91	INV: 14263; INV: 14271; INV: 14272
1601	12/09/2022	Claims	1	12142	RICE FERGUS MILLER	9,750.00	INV: 2018095.02-032
1602	12/09/2022	Claims	1	12143	SIERRA SPRINGS	118.30	INV: 5351188 111722
1603	12/09/2022	Claims	1	12144	T-MOBILE USA INC	31.05	INV: 986172236 1222
1604	12/09/2022	Claims	1	12145	WCIA	24.00	INV: 15623
1607	12/12/2022	Payroll	1	12146		2,928.58	RETENTION BONUS
1608	12/12/2022	Payroll	1	12147		2,928.58	RETENTION BONUS
1609	12/12/2022	Payroll	1	12148		3,326.38	RETENTION BONUS
1610	12/12/2022	Payroll	1	12149		2,928.58	RETENTION BONUS
1611	12/12/2022	Payroll	1	12150		3,150.05	RETENTION BONUS
1612	12/12/2022	Payroll	1	12151		2,928.58	RETENTION BONUS
1613	12/12/2022	Payroll	1	12152		3,200.05	RETENTION BONUS
1614	12/12/2022	Payroll	1	12153		3,007.60	RETENTION BONUS
1615	12/12/2022	Payroll	1	12154		3,243.05	RETENTION BONUS
1616	12/12/2022	Payroll	1	12155		3,178.55	RETENTION BONUS
1617	12/12/2022	Payroll	1	12156		2,971.64	RETENTION BONUS
1618	12/12/2022	Payroll	1	12157		3,243.05	RETENTION BONUS
1619	12/12/2022	Payroll	1	12158		3,007.60	RETENTION BONUS
1620	12/12/2022	Payroll	1	12159		3,009.58	RETENTION BONUS
1621	12/12/2022	Payroll	1	12160		3,012.37	RETENTION BONUS
1622	12/12/2022	Payroll	1	12161		3,243.05	RETENTION BONUS
1623	12/12/2022	Payroll	1	12162		2,928.58	RETENTION BONUS
1624	12/12/2022	Payroll	1	12163		3,221.55	RETENTION BONUS
1625	12/12/2022	Payroll	1	12164	WASHINGTON STATE DEPT OF RETIREMENT	12,523.64	Pay Cycle(s) 12/12/2022 To 12/12/2022 - PERS2; Pay Cycle(s) 12/12/2022 To 12/12/2022 - PERS3
1649	12/20/2022	Payroll	1	12165		2,352.15	
1658	12/20/2022	Payroll	1	12166	KAISER PERMANENTE MEMBERSHIP ADMIN	2,950.74	Pay Cycle(s) 12/20/2022 To 12/20/2022 - MEDICAL-KAISER
1659	12/20/2022	Payroll	1	12167	WASHINGTON STATE DEPT OF RETIREMENT	14,440.29	Pay Cycle(s) 12/20/2022 To 12/20/2022 - PERS2; Pay Cycle(s) 12/20/2022 To 12/20/2022 - PERS3
1660	12/20/2022	Payroll	1	12168	WCIF	9,680.77	Pay Cycle(s) 12/20/2022 To 12/20/2022 - MEDICAL-WCIF; Pay Cycle(s) 12/20/2022 To 12/20/2022 - LIFE INS BUYUP; Pay Cycle(s) 12/20/2022 To 12/20/2022 - LTD BUYUP; Pay Cycle(s) 12/20/2022 To 12/20/2022 -
1668	12/22/2022	Claims	1	12169	CITY OF LONGVIEW	981.30	INV: 2895
1669	12/22/2022	Claims	1	12170	COWLITZ 911 - PETTY CASH	644.95	INV: PC122222
1670	12/22/2022	Claims	1	12171	COWLITZ COUNTY PURCHASING	169.78	INV: 633-2022
1671	12/22/2022	Claims	1	12172	COWLITZ PUD	321.82	INV: 4745063 121622; INV: 51561281222
1672	12/22/2022	Claims	1	12173	CUMMINS SALES AND SERVICE	1,185.77	INV: 05-62489
1673	12/22/2022	Claims	1	12174	CVE	189,025.24	INV: 52-43327
1674	12/22/2022	Claims	1	12175	DAY WIRELESS	5,871.55	INV: INV753685
1675	12/22/2022	Claims	1	12176	GOODSTEIN LAW GROUP PLLC	8,990.00	INV: 1202203
1676	12/22/2022	Claims	1	12177	LANGUAGE LINE SVCS INC	102.70	INV: 10691054
1677	12/22/2022	Claims	1	12178	LEVEL 3 COMMUNICATIONS, LLC	1,894.74	INV: 620177133
1678	12/22/2022	Claims	1	12179	LOWES	542.60	INV: 9900572232781222
1679	12/22/2022	Claims	1	12180	MINUTEMAN PRESS	233.50	INV: 45112

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Cowlitz 911

Time: 08:57:02 Date: 01/13/2023

12/06/2022 To: 12/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1680	12/22/2022	Claims	1	12181	MOTOROLA SOLUTIONS	25,580.29	INV: 1188080653
1681	12/22/2022	Claims	1	12182	SHI INTERNATIONAL CORP	831.18	INV: B16211995
1682	12/22/2022	Claims	1	12183	SUMMIT LAW GROUP	1,677.50	INV: 142022.1
1683	12/22/2022	Claims	1	12184	TOSHIBA AMERICA BUSINESS SOLUTIONS	150.36	INV: 5022908337
1684	12/22/2022	Claims	1	12185	US BANK	7,238.57	INV: 44847345500128101222
1685	12/22/2022	Claims	1	12186	VERIZON WIRELESS	470.63	INV: 9921874043
1686	12/22/2022	Claims	1	12187	WASHINGTON STATE DEPT OF REVENUE	4,828.47	INV: USE TAX 2022
1687	12/22/2022	Claims	1	12188	WASTE CONNECTIONS OF WASHINGTON	10.05	INV:19093365S010
1688	12/22/2022	Claims	1	12189	WESTEK MARKETING LLC	36,900.15	INV: 111822-1
1628	12/20/2022	Payroll	2	EFT			
1629	12/20/2022	Payroll	2	EFT		1,712.97	
1630	12/20/2022	Payroll	2	EFT		1,741.91	
1631	12/20/2022	Payroll	2	EFT		4,247.03	
1632	12/20/2022	Payroll	2	EFT		2,302.06	
1633	12/20/2022	Payroll	2	EFT		1,775.15	
1634	12/20/2022	Payroll	2	EFT		2,447.90	
1635	12/20/2022	Payroll	2	EFT		2,028.90	
1636	12/20/2022	Payroll	2	EFT		1,672.23	
1637	12/20/2022	Payroll	2	EFT		2,395.21	
1638	12/20/2022	Payroll	2	EFT		2,459.45	
1639	12/20/2022	Payroll	2	EFT		2,624.56	
1640	12/20/2022	Payroll	2	EFT		1,853.54	
1641	12/20/2022	Payroll	2	EFT		1,661.64	
1642	12/20/2022	Payroll	2	EFT		2,021.95	
1643	12/20/2022	Payroll	2	EFT		2,343.13	
1644	12/20/2022	Payroll	2	EFT		2,436.45	
1645	12/20/2022	Payroll	2	EFT		1,964.56	
1646	12/20/2022	Payroll	2	EFT		1,883.50	
1647	12/20/2022	Payroll	2	EFT		2,815.49	
1648	12/20/2022	Payroll	2	EFT			
1650	12/20/2022	Payroll	2	EFT		2,200.83	
1651	12/20/2022	Payroll	2	EFT		500.81	
1652	12/20/2022	Payroll	2	EFT		2,681.95	
1653	12/20/2022	Payroll	2	EFT		3,786.38	
1654	12/20/2022	Payroll	2	EFT		3,127.70	
1655	12/20/2022	Payroll	2	EFT		1,716.82	
1656	12/20/2022	Payroll	2	EFT		1,894.90	
1661	12/20/2022	Payroll	2	EFT	CAPSCO	55.00	Pay Cycle(s) 12/20/2022 To 12/20/2022 - ASSN FEE
1662	12/20/2022	Payroll	2	EFT	COWLITZ 911 EMERGENCY SERVICES ASSN	395.00	Pay Cycle(s) 12/20/2022 To 12/20/2022 - UNION DUES; Pay Cycle(s) 12/20/2022 To 12/20/2022 - INITIATION FEE
1663	12/20/2022	Payroll	2	EFT	HRA VEBA	11,144.28	Pay Cycle(s) 12/20/2022 To 12/20/2022 - VEBA
1664	12/20/2022	Payroll	2	EFT	ONE AMERICA	3,635.85	Pay Cycle(s) 12/20/2022 To 12/20/2022 - DEF COMP
1665	12/20/2022	Payroll	2	EFT	VIMLY BENEFIT SOLUTIONS	768.75	Pay Cycle(s) 12/20/2022 To 12/20/2022 - HSA
001 OPERATIONS						245,554.89	
002 EQUIPMENT RESERVE						25,580.29	
003 RADIO OPERATIONS						47,399.60	
300 PROJECT FUND						277,222.59	

CHECK REGISTER

Cowlitz 911

Time: 08:57:02 Date: 01/13/2023

12/06/2022 To: 12/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
						Claims:	383,366.95
						595,757.37 Payroll:	212,390.42

CERTIFICATION:

I, the undersigned, do hereby certify under penalty of perjury that the information listed has been provided to me as described herein and that I have issued payment as directed and received by Cowlitz 911.

_____ C2FR _____
 Brandi Ballinger, Signature Agency Date

CERTIFICATION/AUTHORIZATION:

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against Cowlitz 911, and that I am authorized to authenticate and certify to said claim. We have reviewed the claims listed above totaling \$ _____, and we approve payment with our signatures below.

_____ Date _____
 Budget Finance Manager, Signature

_____ Date _____
 Executive Director, Signature

_____ Date _____
 Board Chair, Signature

TRANSACTION JOURNAL

Cowlitz 911

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt #		Amount	Memo
						InterFund #	Vendor		
1684	12/22/2022	12/31/2022	1	12185	Claims		US BANK	7,238.57	INV: 44847345500128101222
	594 28 60 301	MISC- CAPITAL OUTL		300	PROJECT FUND			112.74	DIAMOND: DECORATIVE FILMS- WINDOW COVERINGS FOR THE NEW CENTER
	528 10 30 302	EMPLOYEE APPRECIAT		001	OPERATIONS			393.87	HARVILL: PROGRAPHYX: APPAREL FOR HARVILL AND STARR
	528 10 40 419	BOARD/ EMPLOYEE AI		001	OPERATIONS			63.34	HARVILL: THANKSGIVING FOOD
	528 10 40 419	BOARD/ EMPLOYEE AI		001	OPERATIONS			58.14	HARVILL: THANKSGIVING FOOD
	528 10 40 419	BOARD/ EMPLOYEE AI		001	OPERATIONS			9.98	HARVILL: THANKSGIVING FOOD
	528 10 40 419	BOARD/ EMPLOYEE AI		001	OPERATIONS			27.00	HARVILL: THANKSGIVING FOOD
	528 10 40 419	BOARD/ EMPLOYEE AI		001	OPERATIONS			24.25	HARVILL: THANKSGIVING FOOD
	528 10 40 419	BOARD/ EMPLOYEE AI		001	OPERATIONS			6.48	HARVILL: THANSGINGIVING FOOD
	528 10 40 427	REPAIRS AND MAINTEN		001	OPERATIONS			157.62	STARR: GAS FOR TRUCK
	594 28 60 301	MISC- CAPITAL OUTL		300	PROJECT FUND			972.90	STARR: BED LINER FOR NEW TRUCK
	594 28 60 301	MISC- CAPITAL OUTL		300	PROJECT FUND			1,891.75	TURRENTINE: EBAY: CISCO SWITCH
	528 10 40 414	TECHNOLOGY & SOFT		001	OPERATIONS			2.99	TURRENTINE: APPLE STORAGE
	528 10 40 414	TECHNOLOGY & SOFT		001	OPERATIONS			30.00	TURRENTINE: DUO SECURITY 11/25-12/25
	528 10 40 404	TELEPHONE		001	OPERATIONS			25.59	YOUNG: COMCAST: PHONE BILL
	528 10 40 408	TUITION & REGISTRAT		001	OPERATIONS			-155.00	YOUNG: GFOA: CREDIT FOR ART OF BUDGETING BECOMING A MEMBER OF GFOA
	528 10 40 408	TUITION & REGISTRAT		001	OPERATIONS			-420.00	YOUNG: GFOA: CREDIT FOR INTERMEDIATE GOVT. ACCOUNTING- BECOMING A MEMBER OF GFOA
	528 10 40 408	TUITION & REGISTRAT		001	OPERATIONS			335.00	YOUNG: APA: YOUNG EXAM COST FOR APA EXAM
	528 10 30 300	OFFICE SUPPLIES		001	OPERATIONS			40.82	YOUNG: AMAZON: SCHEDULES FOR HARVILL AND WELLS
	528 10 40 415	DUES AND SUBSCRIPT		001	OPERATIONS			135.00	YOUNG: MRSC: ANNUAL MEMBERSHIP
	528 10 40 404	TELEPHONE		001	OPERATIONS			531.93	YOUNG: CENTURYLINK 556B: NOV 13 2022
	528 10 30 300	OFFICE SUPPLIES		001	OPERATIONS			101.76	YOUNG: AMAZON: MANILA FOLDERS
	528 10 30 300	OFFICE SUPPLIES		001	OPERATIONS			127.48	YOUNG: TISSUE AND LYSOL WIPES
	528 10 30 300	OFFICE SUPPLIES		001	OPERATIONS			272.29	YOUNG: PRINTER INK- YOUNG PRINTER
	528 10 40 404	TELEPHONE		001	OPERATIONS			25.59	YOUNG: COMCAST: PHONE BILL 12/2-1/1/23
	528 10 40 404	TELEPHONE		001	OPERATIONS			366.05	YOUNG: COMCAST: VOICE AND INTERNET: 11/24-12/23
	528 10 40 415	DUES AND SUBSCRIPT		001	OPERATIONS			1,719.00	YOUNG: APCO MEMBERSHIP 2023 ANNUAL DUES

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	528 10 40	415 DUES AND SUBSCRIPT	001 OPERATIONS					225.00	YOUNG: IIMC MEMBERSHIP - YOUNG
	528 10 40	413 INSURANCE/PREMIUM	001 OPERATIONS					157.00	YOUNG: STATE FARM INSURANCE FOR FIDELITY BOND
		Records Printed:	1					0.00	Adjustments:
								0.00	Beginning Balance:
								0.00	Revenues:
								7,238.57	Warrant Expenditures:
								0.00	Non Warrant Expenditures:
								0.00	Interfund Transfers:
								0.00	Redemptions:
								0.00	Deposits:
								0.00	Withdrawals:
								0.00	Stop Payments:

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 OPERATIONS	0.00	0.00	0.00	4,261.18	0.00	0.00	0.00	0.00
300 PROJECT FUND	0.00	0.00	0.00	2,977.39	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	7,238.57	0.00	0.00	0.00	0.00

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
30	01/05/2023	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	22,439.51	941 Deposit for Pay Cycle(s) 01/05/2023 - 01/05/2023
22	01/05/2023	Payroll	1	12190		2,997.37	
31	01/05/2023	Payroll	1	12191	KAISER PERMANENTE MEMBERSHIP ADMIN	2,660.78	Pay Cycle(s) 01/05/2023 To 01/05/2023 - MEDICAL-KAISER
32	01/05/2023	Payroll	1	12192	WASHINGTON STATE DEPT OF RETIREMENT	15,880.51	Pay Cycle(s) 01/05/2023 To 01/05/2023 - PERS2; Pay Cycle(s) 01/05/2023 To 01/05/2023 - PERS3
33	01/05/2023	Payroll	1	12193	WCIF	11,626.95	Pay Cycle(s) 01/05/2023 To 01/05/2023 - MEDICAL-WCIF; Pay Cycle(s) 01/05/2023 To 01/05/2023 - LIFE INS BUYUP; Pay Cycle(s) 01/05/2023 To 01/05/2023 - LTD BUYUP; Pay Cycle(s) 01/05/2023 To 01/05/2023 -
48	01/06/2023	Claims	1	12194	PATRIOT CONSTRUCTION LLC	124,517.70	INV: 23
59	01/13/2023	Claims	1	12195	360 TOWERS LLC	3,934.00	INV: 4197
60	01/13/2023	Claims	1	12196	ADCOMM ENGINEERING LLC	13,116.56	INV: 16245
61	01/13/2023	Claims	1	12197	AT&T MOBILITY LLC	242.83	INV: 287315187389X12272022
62	01/13/2023	Claims	1	12198	BRADLEY S THOMAS	7,600.26	INV: 4559-2023
63	01/13/2023	Claims	1	12199	CITY OF LONGVIEW	1,011.74	INV: 2898
64	01/13/2023	Claims	1	12200	COLUMBIA RIVER PUD	353.20	INV: 64779 JAN 2023
65	01/13/2023	Claims	1	12201	TECHNALYTIX COMPASS LANE INC	648.54	INV: 113657
66	01/13/2023	Claims	1	12202	COWLITZ 2 FIRE & RESCUE	45,000.00	INV: 23-001
67	01/13/2023	Claims	1	12203	COWLITZ 911 - PETTY CASH	255.34	INV: PC010123
68	01/13/2023	Claims	1	12204	COWLITZ COUNTY DEPT OF ROADS	87.78	INV: PW-16071
69	01/13/2023	Claims	1	12205	COWLITZ PUD	457.42	INV: 4671145- JAN 2023; INV: 4737086-JAN 2023
70	01/13/2023	Claims	1	12206	DAVID A. CREAGAN	7,600.26	INV: 9890-2023
71	01/13/2023	Claims	1	12207	DAY WIRELESS	5,871.55	INV: INV757683
72	01/13/2023	Claims	1	12208	ENTEK	411.20	INV: 224368
73	01/13/2023	Claims	1	12209	FRANK F. RANDOLPH	2,275.50	INV: RLF010123
74	01/13/2023	Claims	1	12210	INTIME	4,320.00	INV: 11739
75	01/13/2023	Claims	1	12211	LANGUAGE LINE SVCS INC	115.05	INV: 10711234
76	01/13/2023	Claims	1	12212	LEVEL 3 COMMUNICATIONS, LLC	1,324.33	INV: 624154742
77	01/13/2023	Claims	1	12213	LOWES	33.89	INV: 2378JAN2023
78	01/13/2023	Claims	1	12214	MORE POWER TECHNOLOGY-NONPROJECT	2,011.27	INV: 14455; INV: 14456; INV: 14334; INV: 14415
79	01/13/2023	Claims	1	12215	NORMAN G. KREHBIEL	8,600.00	INV: NK0123
80	01/13/2023	Claims	1	12216	ONE AMERICA (AP)	108.45	INV: 20221201AR01
81	01/13/2023	Claims	1	12217	RELIABLE ADMINISTRATION SOLUTIONS	4,000.00	INV: 22-81; INV: 22-87
82	01/13/2023	Claims	1	12218	RICE FERGUS MILLER	25,280.58	INV: 2018095.02-033
83	01/13/2023	Claims	1	12219	T-MOBILE USA INC	39.83	INV: 986172236JAN2023
84	01/13/2023	Claims	1	12220	US BANK	4,025.21	INV: 4484734550012810
85	01/13/2023	Claims	1	12221	VERIZON WIRELESS	471.23	INV: 9924258939
86	01/13/2023	Claims	1	12222	WASHINGTON STATE DEPT OF REVENUE	185.41	INV: 0-030-627-460
87	01/13/2023	Claims	1	12223	WASHINGTON STATE PATROL	1,200.00	INV: 00078145
88	01/13/2023	Claims	1	12224	WCIA	57,286.00	INV: 15666
1	01/05/2023	Payroll	2	EFT			

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2	01/05/2023	Payroll	2	EFT		2,753.45	
3	01/05/2023	Payroll	2	EFT		2,289.34	
4	01/05/2023	Payroll	2	EFT		3,806.30	
5	01/05/2023	Payroll	2	EFT		3,181.69	
6	01/05/2023	Payroll	2	EFT		2,093.62	
7	01/05/2023	Payroll	2	EFT		2,417.25	
8	01/05/2023	Payroll	2	EFT		2,049.85	
9	01/05/2023	Payroll	2	EFT		1,759.08	
10	01/05/2023	Payroll	2	EFT		2,575.06	
11	01/05/2023	Payroll	2	EFT		2,432.46	
12	01/05/2023	Payroll	2	EFT		2,479.16	
13	01/05/2023	Payroll	2	EFT		2,613.54	
14	01/05/2023	Payroll	2	EFT		1,763.19	
15	01/05/2023	Payroll	2	EFT		2,270.09	
16	01/05/2023	Payroll	2	EFT		2,220.09	
17	01/05/2023	Payroll	2	EFT		3,126.08	
18	01/05/2023	Payroll	2	EFT		1,984.76	
19	01/05/2023	Payroll	2	EFT		2,000.48	
20	01/05/2023	Payroll	2	EFT		2,451.65	
21	01/05/2023	Payroll	2	EFT			
23	01/05/2023	Payroll	2	EFT		2,107.08	
24	01/05/2023	Payroll	2	EFT		1,801.38	
25	01/05/2023	Payroll	2	EFT		1,565.91	
26	01/05/2023	Payroll	2	EFT		3,921.62	
27	01/05/2023	Payroll	2	EFT		3,108.91	
28	01/05/2023	Payroll	2	EFT		1,846.66	
29	01/05/2023	Payroll	2	EFT		1,907.71	
34	01/05/2023	Payroll	2	EFT	CAPSCO	55.00	Pay Cycle(s) 01/05/2023 To 01/05/2023 - ASSN FEE
35	01/05/2023	Payroll	2	EFT	COWLITZ 911 EMERGENCY SERVICES ASSN	395.00	Pay Cycle(s) 01/05/2023 To 01/05/2023 - UNION DUES; Pay Cycle(s) 01/05/2023 To 01/05/2023 - INITIATION FEE
36	01/05/2023	Payroll	2	EFT	HRA VEBA	11,225.00	Pay Cycle(s) 01/05/2023 To 01/05/2023 - VEBA
37	01/05/2023	Payroll	2	EFT	ONE AMERICA	4,879.34	Pay Cycle(s) 01/05/2023 To 01/05/2023 - DEF COMP
38	01/05/2023	Payroll	2	EFT	VIMLY BENEFIT SOLUTIONS		WRONG VENDOR PAID FOR HSA CONTRIBUTIONS
41	01/05/2023	Payroll	2	EFT	REHN AND ASSOCIATES	802.08	Pay Cycle(s) 01/05/2023 To 01/05/2023 - HSA

001 OPERATIONS
003 RADIO OPERATIONS
300 PROJECT FUND

258,900.07
26,809.63
172,163.38

	Claims:	322,385.13
	Payroll:	135,487.95

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CERTIFICATION:

I, the undersigned, do hereby certify under penalty of perjury that the information listed has been provided to me as described herein and that I have issued payment as directed and received by Cowlitz 911.

_____	<u>C2FR</u>	_____
Brandi Ballinger, Signature	Agency	Date

CERTIFICATION/AUTHORIZATION:

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against Cowlitz 911, and that I am authorized to authenticate and certify to said claim. We have reviewed the claims listed above totaling \$ _____, and we approve payment with our signatures below.

_____	_____
Budget Finance Manager, Signature	Date

_____	_____
Executive Director, Signature	Date

_____	_____
Board Chair, Signature	Date

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
42	01/05/2023		1		Tr Rec	456	US BANK	184.60	NASPO CONTRACT PAYMENT FROM Q3 YEAR 2022
		369 91 10 000 MISC REVENUE			001 OPERATIONS			184.60	NASPO CONTRACT PAYMENT FROM Q3 YEAR 2022
84	01/13/2023		1	12220	Claims		US BANK	4,025.21	INV: 4484734550012810
		528 10 40 427 REPAIRS AND MAINTENANCE			001 OPERATIONS			90.63	DIAMOND: LOWES: ICE MELT
		528 10 40 418 MISC/OTHER			001 OPERATIONS			12.93	HARVILL: AMAZON: PURCHASE FOR A FAMILY MEMBER BY MISTAKE- FAMILY MEMBER TO REIMBURSE COWLITZ 911
		528 10 30 302 EMPLOYEE APPRECIATION			001 OPERATIONS			34.56	HARVILL: FRED MEYER: CHRISTMAS ITEMS
		528 10 30 302 EMPLOYEE APPRECIATION			001 OPERATIONS			44.24	HARVILL: FRED MEYER: CHRISTMAS ITEMS
		528 10 30 304 FUEL/GAS FACILITY			001 OPERATIONS			123.65	STARR: SAFEWAY: GAS FOR LAWN MOWER
		528 10 40 427 REPAIRS AND MAINTENANCE			001 OPERATIONS			308.09	STARR: SIGN PRINT 360: SIGN FOR NEW TRUCK
		528 10 40 427 REPAIRS AND MAINTENANCE			001 OPERATIONS			7.77	STARR: COWLITZ COUNTY PUBLIC WORKS: DISPOSE OF CHAIRS
		528 10 40 415 MEMBERSHIPS DUES /			001 OPERATIONS			2.99	TURRENTINE: APPLE: MONTHLY STORAGE
		528 10 40 414 TECHNOLOGY & SOFTWARE			001 OPERATIONS			30.00	TURRENTINE: DUO: MONTHLY
		528 10 40 414 TECHNOLOGY & SOFTWARE			001 OPERATIONS			799.00	TURRENTINE: CDW: RED HAT
		528 30 40 003 PUD - ELECTRICITY			003 RADIO OPERATIONS			396.33	YOUNG: COLUMBIA RIVER PUD: RAINIER: 11/03/22-12/06/22
		528 10 30 300 OFFICE SUPPLIES			001 OPERATIONS			7.70	YOUNG: AMAZON: PENS
		528 10 30 300 OFFICE SUPPLIES			001 OPERATIONS			18.37	YOUNG: AMAZON:1099 FORMS
		528 10 40 404 TELEPHONE			001 OPERATIONS			535.96	YOUNG: CENTURYLINK 556 DEC 13 2022
		528 10 40 415 MEMBERSHIPS DUES /			001 OPERATIONS			139.45	YOUNG: AMAZON: PRIME MEMBERSHIP
		528 10 30 300 OFFICE SUPPLIES			001 OPERATIONS			70.25	YOUNG: AMAZON: BANK STORAGE BOXES
		528 10 40 404 TELEPHONE			001 OPERATIONS			541.35	YOUNG: CENTURYLINK 994B
		528 10 30 300 OFFICE SUPPLIES			001 OPERATIONS			6.58	YOUNG: AMAZON: PLASTIC SHEET PROTECTORS
		528 10 40 415 MEMBERSHIPS DUES /			001 OPERATIONS			75.00	YOUNG: WFOA: ANNUAL MEMBERSHIP FOR YOUNG 2023
		528 10 30 300 OFFICE SUPPLIES			001 OPERATIONS			10.80	YOUNG: AMAZON: BOX CUTTERS
		528 10 30 300 OFFICE SUPPLIES			001 OPERATIONS			84.04	YOUNG: AMAZON: STICKY NOTES 2 SIZES
		528 10 30 300 OFFICE SUPPLIES			001 OPERATIONS			25.26	YOUNG: AMAZON: BINDERS

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	528 10 30	300 OFFICE SUPPLIES		001	OPERATIONS		106.69	YOUNG: AMAZON: 11X18 PAPER
	528 10 30	300 OFFICE SUPPLIES		001	OPERATIONS		40.94	YOUNG: AMAZON: ADDITIONAL BINDERS
	528 10 40	404 TELEPHONE		001	OPERATIONS		25.59	YOUNG: COMCAST BUSINESS: JAN 02-FEB 01
	528 10 40	404 TELEPHONE		001	OPERATIONS		385.83	YOUNG: COMCAST BUSINESS: DEC 24-JAN 23
	528 10 30	300 OFFICE SUPPLIES		001	OPERATIONS		101.21	YOUNG: SIERRA SPRINGS: DEC 2022
Records Printed: 2							0.00	
							Adjustments:	0.00
							Beginning Balance:	0.00
							Revenues:	184.60
							Warrant Expenditures:	4,025.21
							Non Warrant Expenditures:	0.00
							Interfund Transfers:	0.00
							Redemptions:	0.00
							Deposits:	0.00
							Withdrawals:	0.00
							Stop Payments:	0.00

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 OPERATIONS	0.00	0.00	184.60	3,628.88	0.00	0.00	0.00	0.00
003 RADIO OPERATIONS	0.00	0.00	0.00	396.33	0.00	0.00	0.00	0.00
	0.00	0.00	184.60	4,025.21	0.00	0.00	0.00	0.00

MEMORANDUM OF UNDERSTANDING
ADDING JUNETEENTH AS A RECOGNIZED HOLIDAY

Between
Cowlitz 911 Public Authority
and
Cowlitz 911 Emergency Services Association

This Memorandum of Understanding (MOU) sets for the terms and understanding between the Cowlitz 911 Public Authority and the Cowlitz 911 Emergency Services Association to add Juneteenth (a federal holiday in the United States commemorating the emancipation of enslaved African Americans) as a recognized holiday.

Current Language:

14.3 Recognized Holidays. Employer recognizes the following paid holidays on the date specified for eligible employees:

- New Year's Day (January 1)
- Martin Luther King Day (third Monday in January)
- Washington's Birthday (third Monday in February)
- Memorial Day (last Monday in May)
- Independence Day (July 4)
- Labor Day (first Monday in September)
- Veterans' Day (November 11)
- Thanksgiving Day (fourth Thursday in November)
- Day after Thanksgiving
- Christmas Day (December 25)

Proposed Change:

14.3 Recognized Holidays. Employer recognizes the following paid holidays on the date specified for eligible employees:

- New Year's Day (January 1)
- Martin Luther King Day (third Monday in January)
- Washington's Birthday (third Monday in February)
- Memorial Day (last Monday in May)
- Juneteenth (June 19th)
- Independence Day (July 4)
- Labor Day (first Monday in September)
- Veterans' Day (November 11)
- Thanksgiving Day (fourth Thursday in November)

Day after Thanksgiving
Christmas Day (December 25)

**COWLITZ 911 EMERGENCY
SERVICES ASSOCIATION**

Anna Laudenschlager, Guild President

Jules Martin, Guild Vice President

COWLITZ 911 PUBLIC AUTHORITY

Brad Thurman, Chairperson

John Diamond, Executive Director

ATTEST:

Rachael Young, Clerk of the Board