

Cowlitz 911 Public Authority Board of Directors

Meeting Agenda

Wednesday February 12, 2020 @ 10:00 AM

Hall of Justice- EOC

Attendance

Board Members: Alan Headley; Kurt Sacha (arrived 10:02); Deborah Pineda (alternate, voting); Chet Makinster; Joe Gardner; Andy Hamilton (arrived 10:02); Bill Lemonds; Brad Thurman (arrived at 10:02)

Staff: Phil Jurmu; Briana Harvill; Frank Randolph (Legal Counsel); Jerry Jensen

Guests: Troy Brightbill (alternate, voting until 10:02); Darr Kirk (arrived at 10:05)

Board Members Absent and No Alternate: Scott Neves

1. Call to Order and Introductions

Joe Gardner called the meeting to order at 10:00 AM

2. Approval of the Agenda

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

3. Approval of the Meeting Minutes 01/08/20

Lemonds made a motion to approve the 01/08/20 meeting minutes. Makinster seconded; all in favor, motion carried.

4. Public Comment

None.

5. Payables

The following transactions are approved as presented

| ACCOUNT | TRANS NUMBER | AMOUNT |
|--------------------|--------------|--------------|
| Payroll 01/17/2020 | 56-92 | \$121,498.05 |
| Payroll 02/05/2020 | 118-154 | \$123,219.58 |
| Claims 01/10/2020 | 46-54 | \$60,374.77 |
| Claims 01/24/2020 | 97-109 | \$90,991.78 |
| TOTAL | | \$396,084.18 |

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

6. Law Enforcement Cost Center

Sheriff Thurman reached out to some other counties about formulas they use to allocate costs and was wanting to discuss the formula that is used to allocate user fees for Cowlitz 911 so that we can move forward with possibly creating a new one. Break down for user fees was presented in the budget workshop at the end of the regular meeting.

7. Approval of PFMLA Policy 2020

Sacha made a motion to approve the PFMLA Policy 2020. Thurman seconded, all in favor, motion carried.

8. Resolutions and MOUs

N/A

9. Director's Report

- A. **CAD Committee:** Had a meeting with Spillman about possibly integrating law enforcement records, records & the jail with Cowlitz 911's phones. They had a needs analysis a couple weeks ago and they came back and gave a demo on 2-11-2020. At the next Law TAC and Fire

TAC meetings, Phil will be addressing this and getting feedback. This will be a long road project.

- B. Facility:** There is currently a RFP out to see what work needs to be done for the towers in Woodland, Castle Rock, Station 22 and Deer Island. Had 2 contractors attend the mandatory visit, one was a radio company and the other was a civil company and it looks like they will be tying in their proposals together so that they can collaborate on the work. The proposals are due at the very beginning of March so that we will have a recommendation for the board by the first meeting in March. This will help with housing our equipment with what is already onsite. The design committee will have a meeting on 2-28-2020. Phil has talked with 2 potential people who are civil engineers about their interest in being project managers for the new 911 center.
- C. Staffing Update:** A trainee has resigned so now we have 2 in training. Phil is working on figuring out how we can retain people as Cowlitz 911 continues to face this challenge. There are a total of 18 on the dispatch floor. Our total number of hours for overtime is down about 1/3 of what we had January - March of 2019.

10. Old Business

N/A

11. Board Comments/Board Committee Reports

N/A

12. Executive Session:

Held for 10 minutes; 10:16-10:26

13. Adjournment to Budget Workshop

10:27-11:46

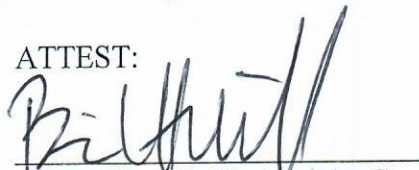
A. Budget Workshop 10:27-11:47

- a. See attached materials**



Joe Gardner, Chair

ATTEST:



Briana Harvill, Clerk of the Cowlitz 911 Board