

Cowlitz 911 Public Authority Board of Directors
Meeting Minutes
Wednesday September 9th, 2020 @ 10:00 AM
Remote meeting

Attendance

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

Staff: Phil Jurmu; Frank Randolph (Legal Counsel); Rachael Fair; Jerry Jensen;

Guests: Sammy Brown; Troy Brightbill; Dave LaFave; Chris Tate; Robert Huhta; Brian Wahl; Darr Kirk; Clara Angel;

Board Members Absent and No Alternate:

1. Call to Order and Introductions

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

2. Approval of the Agenda

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

3. Approval of the Meeting Minutes 8/12/20

Sacha made a motion to approve the meeting minutes from 08/12/20. Thurman seconded; all in favor, motion carried.

4. Public Comment

None.

5. Payables

The following transactions are approved as presented

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 08/20/20	845-881	\$113,390.64
Payroll 09/04/20	897-933	\$111,388.18
Claims 08/14/20	826-844	\$27,036.00
Claims 08/28/20	887-896	\$161,860.81
TOTAL		\$413,675.63

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

6. Financial Report (information only)

a. Budget Amendment

7. Agreements

a. Spillman Purchase Agreement:

- i. After lengthy discussion, the board decided to wait for approval of this agreement until the LAW and FIRE technical advisory committees (TAC) meet and discuss what they will need from Spillman. Also to have Spillman meet next week with the TAC groups to come together. The board advised the technical advisory groups to have a decision made by the next board meeting on September 23rd, 2020. The board plans at that meetings to make their decision.

b. Shared Agency Agreement

- i. Pending approval of this agreement based on the results from the TAC group meetings.

8. Occupancy Settlement

- a. The board moved this item to executive session as potential litigation

9. Resolutions and Motions

a. Bond Resolution (information only)

Executive Director Jurmu presented a draft Bond Resolution for board review and comments. No action to be taken today.

10. Director's Report

- a. **Staffing Update:** Our 19th dispatcher was signed off on September 1st. We have two dispatchers in training. We continue the recruiting for the HR position and have posted the position as an HR Manager/ Generalist.
- b. **Facility:** We are into the final 3 weeks of construction documents. Scheduled to go out to bid October 8th. Bids are due back November 5th. The Nov 11th Meeting is on a holiday. Headley made a motion to have a regular meeting occur on November 18th with proper notification. Thurman seconded. Sacha asked for clarification on whether it could be a regular meeting or needed to be a special meeting even with amount of notice time. General Counsel confirmed we could do it as a regular meeting with proper notification since the board has authority to set regular meeting dates. All in favor, motion carried. We are working on a lease agreement with the City of Longview. Also working on the last part of the easement for Lowe's. We are working on the storm water mitigation.
- c. **Radio Infrastructure:** We have ordered a pole for West Longview.

11. Old Business

12. Board Comments/Board Committee Reports

LAW TAC met on 09/08/20 and addressed issues with 911 Radio and phone traffic. The issue was addressed and there was a solution 09/09/20.

13. Executive Session

- a. Potential Litigation
- b. Qualifications of a public employee

Entered into executive session at 11:07 for 20 minutes. There was a 10 minute extension. 10 minute extension. 5 minute extension. The board came out of executive session at 11:52 am.

Thurman made a motion that the chairman of the board and the executive director approach candidates and come back to the board with any agreement they can make with any prospective candidates and recommend those to the board on the 23rd. Sacha seconded; all in favor, motion carried.

Sacha left the meeting.

Thurman made a motion that the chairman form a search committee and report back to the board on the 23rd with who the members are and begin moving forward with the search for a new director. Makinster seconded; all in favor, motion carried.

Potential litigation information will be brought back to the tenant.

14. Adjournment

Meeting adjourned at 11:57 AM

15. Closed Meeting

Not Held


Joe Gardner, Chair

ATTEST:


Rachael Fair, Clerk of the Cowlitz 911 Board