

# Cowlitz 911 Public Authority Board of Directors

## Meeting Minutes

Wednesday March 18<sup>th</sup>, 2026 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

### Attendance

**Board Members:** Rich Fletcher (alternate, voting); Alan Headley; Jordan Spencer (alternate, voting); Charlie Worley; Bill LeMonds; Robert Huhta; Rick Dahl; Jen Wills; Wayne Nichols

**Staff:** Briana Graham; Darr Kirk; Jerry Jensen; Michelle Arrowsmith; Jessica Weygandt; Jennifer Johnson (general counsel); Tim Hanigan (general counsel)

**Guests:** Brad Hannig; Robbie Satterly; Andy Ogden; Jason Kester; Ralph Herrera; Spencer Salley; Vic Leatzow

**Board Members Absent and No Alternate:**

### 1. Call to Order and Introductions

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

### 2. Approval of the Agenda

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

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

### 3. Approval of Meeting Minutes

#### A. February 18, 2026, Meeting Minutes

**Recommended Action:** A motion to approve the meeting minutes from 02/18/25, meeting minutes.

LeMonds made a motion to approve the 02/18/2026 meeting minutes as presented. Worley 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.

### 5. Payables:

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 02/19/26	178 – 221	\$179,226.53
Payroll 03/05/26	224 – 263	\$161,841.03
Claims 02/19/26	222	\$219,393.60
Claims 03/12/26	266	\$30,434.95
<b>TOTAL</b>		<b>\$590,896.11</b>

**Recommended Action:** Motion to approve the payables as presented.

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

### 6. Annual Report

### 7. Resolution 2026-001: Public Records Policy – **Board Action**

Wills made a motion to approve Resolution 2026-001: Public Records Policy as presented. LeMonds seconded; all in favor, motion carried.

**8. Board Comments/Board Committee Reports** – Welcome new Board member Wayne Nichols and Chief Criminal Deputy, Jordan Spencer. Wills thanked Cowlitz 911 for hosting the annual Longview City Council Retreat.

- A. LAW TAC Update:** New chair is Captain Watson and vice chair is Cory Robinson.
- B. FIRE TAC Update:** Discussed a virtual EOC and how to guide information sharing during critical events. Adopted an interim plan to create a weather event for Fire like we do for Law in CAD. Also discussed Fire transmitting on County frequency. Planning to have a joint Fire and Law meeting to discuss this. We now have access to monitor a couple camera systems. We do not retain it as they are not our platforms, but we are now on Washington State DNR site where we can stream the fire smoke detection. We can help deploy resources for that camera system. We also have been given the camera feed to Nippon.
- C. Budget Committee Update:** Had the kickoff meeting on March 9<sup>th</sup>. The next meeting is on April 6<sup>th</sup>. Starting off, trying to figure out how much money we want to have in our different reserve accounts. The biggest question is about having room to adjust user fees for next year. Hoping to have these numbers by early summer. Looking at bringing some staffing requests forward during the budget committee process to bring some things in house and do away with some contracts.

**9. Director's Report**

- A. Staffing Update:** Lost another trainee, now at 22 total dispatchers, 3 in training. Briana is currently processing candidates, and we are going to try to hire them in early summer. Telecommunicators Week is next month. It is a week dedicated to their service. We usually have events here and try to pamper them the best we can. They appreciate visitors so feel free to stop by anytime.
- B. Radio Update:** Down to the final three frequencies, one is public works which will be cut over next week. Going to try to cut over USDD and Control 1 at the same time. Justin has spent a lot of time reprogramming and tuning radios for our law partners, which has helped tremendously, at least from a volume standpoint. We want to encourage any of our partners to create radio events when you're having problems. As a reminder, this current project is the stabilization of our current network. It is not expansion of our current network. The next phase will be expansion, which we have currently submitted 3 federal grant applications to local representatives. The final number requested in these grant applications is \$3.1 million.

**10. Old Business:** N/A

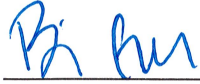
**11. Executive Session:** N/A

**12. Adjournment:** 10:17 AM



Robert Huhta, Board Chair

Attest:



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Briana Graham, Clerk of the Board