

Cowlitz 911 Public Authority Board of Directors
Regular Meeting Minutes
Wednesday, April 4, 2018

Attendance

Board Members: Chet Makinster, Kurt Sacha, Phil Jurmu, Dennis Weber, Mark Nelson, Steve Taylor, Jeff Cameron and Scott Neves. Guests: Shawn Roewe, Deanna Wells, Jerry Jensen, Monique Pellant, Rachael Fair, Melissa Thomas, Steve Reinke.

1. Call to Order and introductions

Steve Reinke called the meeting to order noting he would only chair the meeting until a Chair is elected. He then asked those present to introduce themselves.

2. Elect Chair

Phil Jurmu nominated Steve Taylor for Chair and Kurt Sacha seconded. When no other nominations were made, the Board voted to elect Steve Taylor as Chair.

3. Elect Vice-Chair

Kurt Sacha nominated Phil Jurmu for Vice-Chair and Scott Neves seconded. When no other nominations were made, the Board voted to elect Phil Jurmu as Vice-Chair.

4. Adopt Bylaws

During the Board's review and discussion of the proposed bylaws, Steve Taylor suggested changing Section V. A. to remove a sentence that said no notice of regular meetings would be required once they were established and Jeff Cameron pointed out typos in Section VIII. A. and in the numbering of Appendix A.

Dennis Weber expressed concern about the funding formula and that once the bylaws are adopted, changing the formula would require a super-majority vote. Additional discussion was held including the forecast for user fees to be flat for several years and different philosophies on how to allocate user fees including by ability to pay and measuring activity and its impact on staff. After discussion, Phil Jurmu moved to adopt the bylaws as amended; Chet Makinster seconded; motion carried. Steve Taylor asked that a Resolution be prepared for the next meeting to affirm the Board's action.

5. Establish Regular Meeting Date at Time

After discussion that took place at two different times during the meeting, Chet Makinster moved to hold regular meetings of the Board of Directors at 10 a.m. on the second and fourth Wednesday of the month; Dennis Weber seconded; motion carried. Steve Taylor asked that a Resolution be prepared for the next meeting to affirm the Board's adoption of a regular meeting schedule.

6. Review Task List and Timeline

Steve Reinke passed out a list of tasks necessary for the transition process noting it would be a dynamic document as tasks are added, dropped and/or revised due to Board direction, circumstances or changing priorities. Items specifically discussed included:

- A. Shawn Roewe said because Cowlitz 911 is a separate legal authority, he recommended an interlocal agreement between Cowlitz 911 and Cowlitz County. Discussion was held about procuring a loan from the County to pay for Cowlitz 911 transition expenses and establishing a transition budget. The Board directed Steve Reinke to work with the County on an agreement and to draft a start-up budget.
- B. Steve Reinke discussed the processes and challenges involved in registering Cowlitz 911 with state and Federal agencies.
- C. The Board discussed options for financial services. Kurt Sacha will talk with his staff about the possibility of Longview providing services. Clark County may be another option.
- D. Steve Reinke asked for input on recruiting an Executive Director. Board members said an ideal candidate would have extensive and diverse 911 leadership experience including with independent agencies as well as the ability to foster good labor relations. Reinke noted having Deanna Wells' extensive industry experience might allow consideration of a broader candidate pool that could include proven leaders from other public-safety disciplines.

7. Communication Plan

The Board noted the agency's official documents would be published at www.cowlitz911.org. Steve Reinke said if he gets any media requests he will forward them to Steve Taylor and Phil Jurmu. Reinke will establish a website contact page allowing inquiries to be sent to a designated email address.

8. Liability Insurance

Discussion included possible providers such as Enduris, the Washington Cities Insurance Authority and other insurance pools. For this year, Board liability including errors and omissions insurance should be adequate. Steve Reinke will do additional research for the next meeting.

9. Legal Counsel

Discussion included the rejection of the idea to have a local agency provide counsel; requesting qualifications and rates and the need for an attorney experienced with local government including municipal corporations. Steve Reinke will work with the Chair on a Request for Qualifications.

10. Labor Counsel

The Board noted the labor agreement with the existing staff expires at the end of 2018 and that a labor attorney should have extensive experience in the public sector. Steve Reinke will work with staff and the Chair on possible options.

11. Good of the Order

Steve Reinke asked about the creation of an agency logo. The Board supported the idea and suggested asking staff for ideas.

Jeff Cameron received confirmation that everything the County is currently doing to support the PSAP will continue until the transition to the Public Authority is completed.

A member of the public asked if staff would have input in negotiations and Board members noted they expected there would be a negotiation process and that the process would need to be consistent with existing agreements, laws and regulations. Also, members of the public will have an opportunity to comment at Board meetings.

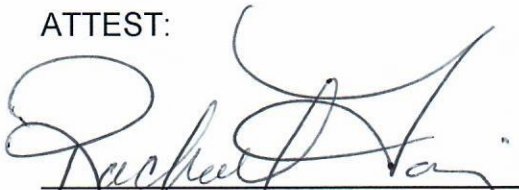
12. Adjournment

With no further business before the Board the meeting adjourned at 12:12 p.m.



Stephen Taylor, Chair

ATTEST:



Clerk of the Cowlitz 911 Board