

Cowlitz 911 Public Authority Board of Directors

Regular Meeting Minutes

Wednesday, June 13, 2018

Attendance

Board Members: Chet Makinster, Kurt Sacha, Joe Gardner, Mark Nelson, Steve Taylor, Alan Headley, Scott Neves, Vic Leatzow. Alternate Board Member: Deborah Pineda. Alternate Board Members (non-voting) Scott Neves, Bill LeMonds and Jeff Cameron. Staff: Deanna Wells, Monique Pellant, Jerry Jensen, Rachael Fair and Melissa Thomas. Guests: Butch Brenaman and Steve Reinke.

1. Call to Order and Introductions

Steve Taylor called the meeting to order at 10:45 a.m. and noted everyone present knew each other.

2. Approval of the Agenda

Mark Nelson moved to approve the agenda; Kurt Sacha seconded; motion carried.

3. Public Comment

Steve Taylor asked for public comment and no one responded.

4. Approval of Meeting Minutes

Vic Leatzow moved to approve the May 23, 2018 regular meeting minutes, Scott Neves seconded; discussion was held about amending how Board members, alternates, staff and guests are listed in the future; motion carried.

5. Resolution 2018-04 to Approve a 2018 Budget

The Board considered adding \$20,000 to make the budget \$100,000 as provided in the Cowlitz County 911 budget but most eventually decided \$80,000 would probably be adequate. Ralph Herrera moved to approve Resolution 2018-04; Chet Makinster seconded; motion carried.

6. Interlocal Agreement (ILA) with Cowlitz County for Financial Services

Steve Reinke passed out an updated edition of the ILA with edits suggested by Dana Gigler that included an agreement end date and a correction to the Chief of Staff's title. Kurt Sacha moved to approve the agreement and to authorize the Chair to sign; Chet Makinster seconded; motion carried. Steve Reinke said he would forward the agreement to the Auditor and the Treasurer for signatures and then to the Board of County Commissioners (BoCC) for approval. Reinke also said he was still working on finding a long-term provider for 2019 and beyond.

7. Engagement Letter from Ogletree-Deakins to Retain Labor Counsel

The Board discussed the terms of the letter and posed questions for Steve Reinke to ask the firm about advance deposits and document retention. After discussion, Mark Nelson moved to approve the engagement letter and to authorize the Chair to sign; Chet Makinster seconded; motion carried. During discussion it was noted the firm's work is for the Board, not individual members. Jeff Cameron suggested adopting a Resolution clarifying Board member indemnification, and Steve Reinke said he would develop one for an upcoming meeting.

7a. Closed Meeting to Discuss Labor Negotiations

At 11:25 a.m. the Board recessed the meeting and began a closed meeting to discuss labor negotiations, with the intent of reconvening the regular meeting at 11:45 a.m.

The regular meeting of the Board resumed at 11:45 a.m.

8. Liability Insurance

The Board discussed a proposal received from the Washington Cities Insurance Authority (WCIA) and that he was still waiting for quotes from Enduris and Volunteer Firefighter's Insurance Services (VFIS). After discussion that included experiences Board members had with WCIA and VFIS, the Board decided to table the item until the next meeting.

Kurt Sacha and Joe Gardner left the meeting at 12:05 p.m.

9. General Counsel Request for Qualifications (RFQ)

Steve Reinke noted the closing date for the RFQ was later in the month and responses would be sent to the Board before the next meeting.

10. Start-Up Funding

Steve Reinke passed out the Resolution that will be considered by the BoCC to transfer funds from the 911 sales tax fund to Cowlitz 911.

11. Department of Emergency Management (DEM) New Facility Partnership

Considerable discussion was held including a recommendation that the site being considered should have a hazardous material and geo-technical review as soon as possible. Deanna Wells noted the architect has asked for information about the available budget and what was allowable. Board members suggested looking at the current space of about 9,000 square feet plus another approximately thirty percent and seeing what would fit and what that cost would be. The Board wants the architect to propose a facility that would fit on the site as soon as possible as a starting point and was concerned about having to wait another six weeks for additional information.

12. Executive Director Recruitment

Steve Reinke said there were eleven candidates so far. After discussion, the Board decided to hold a special meeting at 1 p.m. on Tuesday, July 10th at the Longview City Hall Small Conference Room to have an executive session to consider Executive Director applications.

13. Task List Review

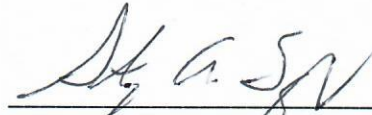
Steve Reinke passed out and discussed an updated task list. There were no new items, but he noted he had revised or added comments for some pending items. He also said the Public Employees Retirement System (PERS) confirmed employees of Cowlitz 911 will be eligible for membership.

14. Good of the Order

Vic Leatzow moved to cancel the June 27, 2018 regular meeting; Mark Nelson seconded; motion carried. No one had anything else for the good of the order.

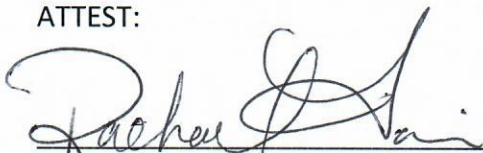
15. Adjournment

With no further business before the Board the meeting adjourned at 12:46 p.m.



Stephen Taylor, Chair

ATTEST:



Rachael Fair, Clerk of the Cowlitz 911 Board