

Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday February 10th, 2021 @ 10:00 AM

Remote ZOOM Meeting

Attendance

Board Members: Chet Makinster; Alan Headley; Joe Gardner; Vic Leatzow; Kurt Sacha; Ralph Herrera; Andrew Hamilton; Brad Thurman; Jim Kambeitz

Staff: Dave Storaker; Rachael Fair; Frank Randolph (general counsel); Jerry Jensen; Deanna Wells;

Guests: Bill LeMonds; Brandon Poff; Chris Smith; Darr Kirk; Dave LaFave

Board Members Absent and No Alternate:

1. Call to Order and Introductions

Joe Gardner called the meeting to order at 10:01 AM.

2. Approval of the Agenda

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

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

3. Approval of Meeting Minutes

Recommended Action: A motion to approve the meeting minutes from 01/27/21

Makinster made a motion to approve the meeting minutes as presented. Headley seconded; all in favor, motion carried.

4. Public Comment

- A. The public comment period allows any member of the public to speak to any item that is not on the regular agenda. The Chair asked if any members of the public were attending the meeting and no members of the public were in attendance.

5. Payables

The following transactions are approved as presented

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 02/05/21	133-167	\$ 125,769.62
Claims 01/29/21	111-126	\$ 127,702.93
TOTAL		\$253,472.55

Recommended Action: Motion to approve the payables as presented

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

6. Financial Report (N/A)

7. Board Comments/Board Committee Reports

- A. LAW TAC Update: No update
B. FIRE TAC Update: Met Yesterday

8. Agreements: None

9. Policies: None

10. Director's Report

- A. **Staff Update:** We have 18 trained dispatchers and 3 in training. Due to different reasons, we have multiple staff members out. We are down to 12 trained and working dispatchers currently.
- B. **Facility Update:** Ground breaking is scheduled for March 1st. The contractor's trailer is in and they have laid a gravel path for the groundbreaking. We continue to have OAC meetings each week.
- C. **Radio Infrastructure:** HOJ Microwave update: Some parts have arrived, others haven't. Bakers Corner update: Permit application has been sent; once completed it goes to Mark Pallans, then the City. Deer Island: We are reviewing Insurance language with the current property owner. Woodland Project is being moved due to City expansion in the current location. Current Castle Rock tower location. We are at the top of the tower as required.
- D. **Analytics Update:** In our efforts to provide good service to the public, the most common measurement is the standard that 911 calls are answered 95% of the time within 10 seconds. Year to date, we are at 96.79%.

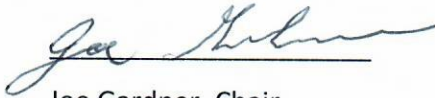
11. Old Business

12. Executive Session (if needed): Not Held

13. Adjournment

Meeting adjourned at 10:19 AM

14. Closed Meeting (If Needed): Not held



Joe Gardner, Chair

ATTEST:



Rachael Fair, Clerk of the Cowlitz 911 Board