

Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday February 9th, 2022 @ 10:00 AM

Remote ZOOM Meeting

Attendance

Board Members: MaryAlice Wallis; Chris Smith (alternate, voting); Jim Kambeitz; Dennis Weber; Brad Thurman; Andy Hamilton; Alan Headley; Ralph Herrera

Staff: Frank Randolph (general counsel); Deanna Wells; Janelle Edwards; Norm Krehbiel; Briana Harvill; Jerry Jensen; Don Turrentine; Shelly Reeves

Guests: Robert Huhta; Darr Kirk; Scott Neves; Charlie Worley

Board Members Absent and No Alternate:

1. Call to Order and Introductions

Brad Thurman called the meeting to order at 10:00 AM.

2. Approval of the Agenda

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

Add 11E – Covid Policy

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

3. Approval of Meeting Minutes

A. 01/26/2022

Recommended Action: A motion to approve the meeting minutes from 01/26/2022

Weber made a motion to approve the meeting minutes. Headley 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. 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
Claims 01/28/22	125-139	\$ 1,032,500.02
Payroll 02/04/22	147-184	\$132,238.03
TOTAL		\$ 1,164,738.05

Recommended Action: Motion to approve the payables as presented

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

6. Resolution for Appointing Investment Officers

Hamilton made a motion to approve the resolution as presented. Weber seconded; all in favor, motion carried.

7. ECW Phone Refresh

By doing this phone refresh, Cowlitz 911 can keep their current facility up and running while all equipment and testing is done at the new center so that we can make sure everything is working the way it needs to before we relocate. This will include 3 additional radio consoles, so we have 5 stations at the new center and maintain the 6 that are currently on the floor at the current site. We already have the licenses. This will allow us to purchase new equipment. Will not need to go out for bid since we already use the equipment. The cost will be \$311,000 and it was budgeted for in the operations budget. We are working on putting together a clear vision of the facility budget to see exactly where we are at. There is a 5-year cycle and Deanna Wells is negotiating the maintenance piece of the quote.

Headley made a motion to approve the ECW Phone Refresh as presented. Hamilton seconded; all in favor, motion carried.

8. Motorola Radio Consoles

Verbal quote was \$260,000 and this includes the move and 3 additional workstations. Board wants to see a written quote. Tabled until the next meeting.

9. Board Comments/Board Committee Reports

- A. LAW TAC Update- No update
- B. FIRE TAC Update- No update

10. Director's Report

- A. **Staffing Update**- COVID is causing some staffing issues.
- B. **Climate and Culture**- Leadership training with Dave Lafave and additional training from WCIA. They will pay 50% of the trainings through them.
- C. **Facility Update**- Starting sheetrock next week and siding on February 23rd. April 21 is substantial completion.
- D. **Radio Update**- Castle Rock is close. Needs to be metered since they opened the meter box and there was nothing in there. There is a meeting today about this and hopefully there can be a fast track so it can be complete. Breaking ground next week at baker's corner and it will be completed next Thursday. The mayor of Woodland will be meeting with Day Wireless regarding the Woodland site on Monday February 14th. Wells will be working on getting a contract for the Deer Island site and bring it back to the board.

11. Old Business

- A. **Image Trend Update** – Moving forward with no additional setup fees. The fire guys talked them down and are working with them as this moves forward.
- B. **NetMotion Update** – How mobile clients will communicate with CAD. Will be purchasing the same amount of radio IP's as we did with NetViewer (140). Additional can be added, but 5 must be purchased at a time.

Wallis made the recommended motion. Headley seconded; all in favor, motion carried.

- C. **Internet Service Provider Update** – Contract will be presented at the next meeting

- D. Executive Director Recruitment Update** – First round of interviews will be this week. Had 7 candidates but 1 withdrew so we are now down to 6. Hoping to narrow it down to 3 for the next round of interviews. The committee has until next Tuesday to score the candidates and submit them to Darr Kirk. They will meet again next Wednesday.
- E. Covid Policy** – We feel we are at critical staffing levels, burnout and excessive overtime. Rumors of staff looking to quit due to the ongoing staffing issues COVID has caused. Change in the policy was originally requested from the Guild and they strongly support it. Proposing this as a temporary change and can revise in the future if needed. The policy changes do go outside of CDC guidelines and staff thinks it is appropriate due to the staffing crisis we are experiencing. Janelle Edwards has reached out to the county about the possibility of being a stand-alone testing site and that is about a 2–3-week process. Cowlitz 2 Fire & Rescue and Longview Fire Department are willing to allow Cowlitz 911 to test at their sites, which are located at Station 21 and Station 81. The board has directed that COVID procedures be done at the discretion of the Executive Director and to follow L&I and CDC guidelines.

12. Executive Session: Not needed

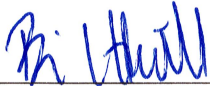
13. Adjournment: Meeting adjourned at 11:03

14. Closed Meeting: Will be Held



Brad Thurman, Chair

Attest:



Briana Harvill, Acting Clerk of the Board