

# Cowlitz 911 Public Authority Board of Directors

## Meeting Minutes

Wednesday December 18<sup>th</sup>, 2024 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

### Attendance

**Board Members:** Erik Halvorson; Andy Hamilton; Alan Headley; Brad Thurman; Robert Huhta; Bill LeMonds; Charlie Worley; Jim Duscha; Rick Dahl

**Staff:** Briana Harvill; Dannyka Baker; Deanna Wells; Darr Kirk; Jerry Jensen; Jessica Weygandt; Frank Randolph (general counsel); Michelle Arrowsmith

**Guests:** Rich Fletcher; Scott Goldstein; Don Thomas; Andy Ogden; Troy Brightbill; Vic Leatzow; Jason Kester

**Board Members Absent and No Alternate:**

### 1. Call to Order and Introductions

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

### 2. Approval of the Agenda

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

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

### 3. Approval of Meeting Minutes

#### A. November 20, 2024, Meeting Minutes

**Recommended Action:** A motion to approve the meeting minutes from November 20, 2024, Meeting Minutes.

Halvorson made a motion to approve the 11/20/2024 meeting minutes with the change of Thurman calling the meeting to order instead of Headley. 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.

### 5. Payables:

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 11/20/24	1447 – 1489	\$131,765.06
Payroll 12/05/24	1530 – 1565	\$142,749.86
Claims 11/27/24	1511 – 1529	\$41,818.17

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TOTAL		\$316,333.09
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**Recommended Action:** Motion to approve the payables as presented.

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

**6. Finance Report** – We did get the grant extension in writing through 2025.

**7. Audit Update**

**8. Extension of Employment Contract with Deanna Wells – Board Action**

Deanna's focus will be training Jerry and Justin through March 2025. Huhta made a motion to approve the employment contract with Deanna Wells. Halvorson seconded; all in favor, motion carried.

**9. Extension of Contract with Cowlitz 2 Fire & Rescue**

After talking with Chief Goldstein, we can just carry the contract over so there is no action needed. Cowlitz 2 will be billing us quarterly and we are hoping to have everything in house by the end of the first quarter (March).

**10. Extension of Contract with Medix - Board Action**

Huhta made a motion to approve the extension of the contract with Medix. LeMonds seconded; all in favor, motion carried.

**11. Board Comments/Board Committee Reports**

- A. LAW TAC Update: No update. Next meeting will be in January.
- B. FIRE TAC Update: No update. Next meeting will be in January.

**12. Director's Report**

- A. **Staffing Update:** We are shooting for the academy for new hires to begin in January. We would like to invite Board members to attend on the first day to meet with the new hires. Darr will be sending out an email with more details. Justin Stennick will start on December 26<sup>th</sup> as the radio manager.
- B. **Climate & Culture:** Great environment and everyone works well together. The culture is only getting stronger.
- C. **Radio Project Update:** The Board authorized Cowlitz 911 to enter contract with MNI. Some tower sites are inaccessible and will have to be accessed in the spring. Phase 2 will consist of radios. Currently working through the bid process now.

**13. New Business**


- A. **OPMA & Board Officers** – Briana will send out a link for OPMA training for Board members to complete if they haven't already. Please send proof of your training to Briana as soon as possible. In January we will be voting on the Board Chair and Vice-Chair positions.

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

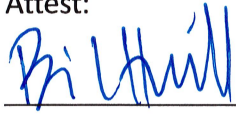
**15. Executive Session: RCW 42.30.110(1)(b) & RCW 42.30.110(1)(i)**

The Board entered into the executive session for 15 minutes at 10:25 and ending at 10:40 AM. The Board requested an 8-minute extension, now ending at 10:48 AM. The Board came out of executive session at 10:48 AM. Huhta made a motion to have Director Kirk to pursue a contract with Motorola for radio updates. Duscha seconded; all in favor, motion carried.

**16. Adjournment: 10:51 AM**

  
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Brad Thurman, Board Chair

Attest:

A handwritten signature in blue ink, appearing to read "Bri Harvill", is written over a horizontal line.

Briana Harvill, Clerk of the Board