

Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday November 15th, 2023 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

Attendance

Board Members: Ruth Kendall; Jim Kambeitz; Andy Hamilton; Alan Headley; Bill Lemonds; Jim Kelly; Kris Swanson; Brad Thurman

Staff: John Diamond; Frank Randolph (general counsel); Briana Harvill; Don Turrentine; Deanna Wells; Jerry Jensen; Dannyka Baker

Guests: Robert Huhta; Charlie Worley; Brandon Poff; Brandi Ballinger; Sammy Brown; Seth Hart; Scott Goldstein; Julie

Board Members Absent and No Alternate: Rick Dahl

1. Call to Order and Introductions

Thurman called the meeting to order at 10:02 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. Kendall seconded; all in favor, motion carried.

3. Approval of Meeting Minutes

A. 09/20/23

Recommended Action: A motion to approve the meeting minutes from 09/20/23.

Headley made a motion to approve the agenda with the change in verbiage from “made a motion to approve the payables” to “made a motion to approve the RFQ” under item 8. Kendall 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 09/20/23	1230-1262	\$123,315.86
Payroll 10/05/23	1298-1332	\$123,226.84
Payroll 10/20/23	1352-1386	\$123,905.22
Payroll 11/03/23	1390-1423	\$116,088.65
Claims 09/28/23	1265-1286	\$21,243.38
Claims 10/12/23	1337-1347	\$97,113.05
Claims 11/06/23	1426-1441	\$82,268.09
TOTAL		\$687,161.09

Recommended Action: Motion to approve the payables as presented.

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

6. Financial Report for August 2023- No action needed.

7. Approval of ADCOMM Engineering Professional Services Agreement

Recommended Action: A motion to approve the ADCOMM Engineering Professional Services Agreement radio upgrade Architecture and Engineering.

This was from the RFQ that the board approved back in September. There will be a kickoff meeting that will focus on identifying the immediate needs for improvement.

Hamilton made a motion to approve the ADCOMM Engineering Professional Services Agreement as presented. Headley seconded; all in favor, motion carried.

8. Approval to Join HGACBuy Purchasing Consortium

Recommended Action: A motion to join the HGABuy Purchasing Consortium

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

9. Approval of GeoComm Professional Service Agreement

Recommended Action: A motion to approve the GeoComm Professional Service Agreement for GIS and Mapping services upon legal review and acceptance.

Swanson made a motion to table this until the next meeting so that there is more financial information available regarding the difference in what is being paid to Cowlitz County currently vs. what this new service will cost. Kendall seconded; all in favor, motion carried.

10. Approval of Resolution 2023-003 Approve and Adopt the 2023 Budget

Recommended Action: Motion to approve Resolution 2023-003 Approve and Adopt the 2023 Budget as presented.

Swanson made a motion to table this until the next meeting. Kendall seconded; all in favor, motion carried.

11. Board Comments/Board Committee Reports

A. LAW TAC Update: No Report

B. FIRE TAC Update: Will be working with Clark County to make sure radios work when crossing county lines.

C. USER FEE Update:

12. Director's Report

A. **Staffing Update:** 17 dispatchers; 1 new trainee; 1 in background, 6 non-represented staff, 1 part-time. Interviews on Monday November 20th for the Budget Finance Manager position.

B. **Climate and Culture:** 2 dispatchers went to peer support training and our peer support team is continuing to move forward with implementation of an internal peer support program. MindBase will be launching soon.


C. **Facility Update:**

D. **Radio Update:**

13. Old Business: None

14. Executive Session: N/A

15. Adjournment: 11:00 AM



Brad Thurman, Board Chair

Attest:


Briana Harvill, Acting Clerk of the Board