

Cowlitz 911 Public Authority Board of Directors

Regular Meeting Minutes

December 12th 2018

Attendance

Board Members: Chet Makinster; Steve Taylor; Kurt Sacha; Joe Gardner; Alan Headley; Mark Nelson; Scott Neves; Vic Leatzow. Alternate Board Members: Deb Pineda; Bill LeMonds; Jeff Cameron; Rafael Herrera. Staff: Phil Jurmu ; Rachael Fair; Jerry Jensen. Legal Counsel: Frank Randolph; Guests: Darr Kirk; Butch Brenaman; Lori Hendrickson; Dave LaFave

1. Call to Order and Introductions

Taylor called the meeting to order at 10:15 AM

2. Approval of the Agenda

Added HVAC discussion under payables, and Added Resolution 2018-030. Sacha made a motion to approve the agenda. Nelson seconded the motion, all in favor; motion carries.

3. Public Comment

None.

4. Approval of Meeting Minutes

Headley made a motion to approve the November 28, 2018 Regular meeting minutes. Neves seconded, all in favor; motion carried.

5. Review Payables

The board approved Entek for HVAC services.

Payables totaled \$13,240.34 Leatzow made a motion to approve the payables. Sacha seconded, all in favor; motion carried.

6. Resolution 2018-014 Approving and adopting the Cowlitz 911 Employee Manual (discussion)

Resolution 2018-014 was tabled for further discussion. A committee of 4 board members (leatzow, Gardner, Pineda, Cameron) were assembled to meet prior to the next meeting in order to review the employee manual and discuss. There was a special meeting decided upon for Dec 26th at 1:30 PM.

7. Resolution 2018-018 Establishing Purchasing Process and Roster

Headley made a motion to approve Resolution 2018-018 establishing purchasing process and roster. Gardner seconded, all in favor; motion carried.

8. Interlocal cooperative Agreement with Cowlitz County

Sacha made a motion to approve the interlocal cooperative agreement with Cowlitz County. Makinster seconded, all in favor; motion carried.

9. Resolution 2018-029 Requesting Transfer of represented employees and authorizing certain employee actions

Makinster made a motion to approve Resolution 2018-029 requesting the transfer of represented employees and authorizing certain employee actions. Leatzow seconded, all in favor; motion carried.

10. Agreement for Transfer of Assets and Liabilities

Neves made a motion to approve the transfer of assets and liabilities. Makinster seconded, all in favor; motion carried.

11. 2019 Budget Adoption- Resolution 2018-030

There was an amendment to Resolution 2018-030 to reflect a fund level expenditure view. Also include reference to the general spending plan in exhibit A. Sacha made a motion to approve Resolution 2018-030 as amended. Headley seconded, all in favor; motion carries.

12. Director Update

- A. **Staffing:** plan to be up to 21 dispatchers in 2019.
- B. **Billings 911 Trip:** Jurmu gave an update on the trip to Billings to see a 911 center
- C. **Review Network Upgrade and possible CRESA CAD Hosting:** update on the CRESA and server upgrades

13. Good of the order

None.

14. Closed Meeting to discuss labor negotiations and personnel employment (if necessary)

None.

15. Adjournment

There will be a Special Meeting on Dec 26th, 2018 at 1:30 PM


Taylor adjourned the meeting at 12:08 PM.

16. Closed Meeting



Stephen Taylor, Chair

ATTEST:



Rachael Fair, Clerk of the Cowlitz 911 Board

Cowlitz 911 Public Authority Board of Directors
Special Meeting Minutes
December 26th 2018

Attendance

Board Members: Steve Taylor; Kurt Sacha; Alan Headley; Mark Nelson; Scott Neves; Vic Leatzow.
Alternate Board Members: Deb Pineda; Bill LeMonds; Jeff Cameron. Staff: Phil Jurmu and Rachael Fair. Guests: Frank Randolph; Nicole Tideman

1. Call to Order and Introductions

Taylor called the meeting to order at 1:31 PM

2. Approval of Agenda

Nelson moved to approve the agenda. Leatzow seconded; all in favor, motion carried.

3. Public Comment

None

4. Employee Handbook

Discussion and amendments were made to the employee handbook. Headley moved to approve the employee hand book as amended. Neves seconded; all in favor, motion carried.

5. Approval of Lease Proposal

Discussion and amendments were made to the lease proposal. Leatzow moved to approve the lease proposal as amended. Headley seconded; all in favor, motion carried.

6. Discussion on legislation for expansion of 1/10 of 1% for Public Authorities

Discussion ensued. No action taken.

7. Discussion of Revenue Transfer

Jurmu updated on the transfer of funds from Cowlitz County 911 to Cowlitz 911.

8. Labor Attorney discussion and decision

Jurmu presented a few different Labor Attorney options with a recommendation to contract with Wesley Group hourly. Discussion followed. Leatzow made a motion to approve the contract with Wesley Group at their hourly rate. Headley seconded; all in favor, motion carried.

9. Directors Report

Jurmu updated the board that we are going live with MRSC rosters on Jan 1, 2019.

10. Adjournment

Taylor adjourned the meeting at 3:38 PM



Stephen Taylor, Chair

ATTEST:



Rachael Fair, Clerk of the Cowlitz 911 Board