Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday September 20th, 2023 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

Attendance

Board Members: Ruth Kendall; Jim Kambeitz; Rick Dahl; Andy Hamilton; Alan Headley; Bill Lemonds; Jim Kelly

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

Guests: Robert Huhta; Darr Kirk; Marisa Hutcheson; Charlie Worley; Brandon Poff; Brandi Ballinger

Board Members Absent and No Alternate: Kris Swanson; Brad Thurman

1. **Call to Order and Introductions**

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

2. **Approval of the Agenda**

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

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

3. **Approval of Meeting Minutes**

   A. **08/16/23; 08/30/23; 09/13/23**

   Recommended Action: A motion to approve the meeting minutes from 08/16/23; 08/30/23; and 09/13/23

   Kendall made a motion to approve the meeting minutes from 08/16/23; 08/30/23; and 09/13/23. Kelly 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.

   Harriet: Inquired on why public could not ask questions Why was there only one camera view? They could not see who was talking. Inquired who was talking multiple times. Wanted to know why the room was not fully visible like prior meetings.

   These questions were addressed via the chat on YouTube and in the meeting.

5. **Payables:**

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 08/18/23	1083-1116	$128,393.99
Payroll 09/05/23	1139-1171	$116,567.46
Claims 08/24/23	1119-1138	$48,061.47
Claims 09/14/23	1196-1229	$254,683.11
TOTAL		$547,706.03

Recommended Action: Motion to approve the payables as presented

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

6. **Financial Report for August 2023- No action needed**
7. **Approval for an Emergency Resolution for Abernathy Repairs**
   Recommended Action: A motion to approve an Emergency Resolution for Abernathy Repairs
   Kelly made a motion to approve payables as presented. Kendall seconded; all in favor, motion carried.
8. **Approval for RFQ for Radio upgrade Architecture and Engineering**
   Recommended Action: A motion to approve an RFQ for Radio upgrade Architecture and Engineering
   Dahl made a motion to approve payables as presented. Kendall seconded; all in favor, motion carried.
9. **Board Comments/Board Committee Reports**
   - **A.** LAW TAC Update: No Report
   - **B.** FIRE TAC Update: No Report. Second week in Oct. Skipped Sept.
   - **C.** USER FEE Update
10. **Director's Report**
    - **A. Staffing Update:** 17 dispatchers; 1 new trainee; start date for part time public records start date Oct 2nd
    - **B. Climate and Culture:**
    - **C. Facility Update**: Final payment for construction to patriot has been made
    - **D. Radio Update:** Public Comment/Questions: Harriet asked if John could explain how the issues were addressed. And why was the Zetron down, isn't this a new building. It is an old piece of equipment moved to the new building. Also inquired about the failure state, how come it was not warned prior to that? Does Don check on a daily basis? They felt that John did not explain it and then passed it onto another male in the room.
      During a discussion of a map update:
      Lastly Harriet said that there was no answer on how to make the old mapping work now. Does Don work at the center daily? Is there a list of emails that the public can use to ask questions of board members and employees? They are new to town, but it sounds like whoever is in charge doesn't know much. They would like to have board emails directly.
11. **Old Business:** None
12. **Executive Session:** N/A
13. **Adjournment:** 10:53 AM

____
Brad Thurman, Board Chair

Attest:
____
Briana Harvill, Clerk of the Board