Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday June 18th, 2025 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

Attendance

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

Staff: Briana Harvill; Dannyka Baker; Darr Kirk; Jerry Jensen; Justin Stennick; Michelle Arrowsmith; Jessica Weygandt; Tim Hannigan (general counsel); Jennifer Johnson (general counsel)

Guests: Brad Hannig; Brandon Poff; Jason Kester; Rich Fletcher; Spencer Sally; Troy Brightbill; Scott Goldstein

Board Members Absent and No Alternate:

1. **Call to Order and Introductions**

   Huhta called the meeting to order at 10:00 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. LeMonds seconded; all in favor, motion carried.

3. **Approval of Meeting Minutes**

   A. **May 21, 2025, Meeting Minutes**

   Recommended Action: A motion to approve the meeting minutes from 05/21/25, meeting minutes.

   Worley made a motion to approve the 05/21/2025 meeting minutes as presented. 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 05/20/25	639 – 674	$135,723.07
Payroll 05/21/25	680 – 681	$38,854.39
Payroll 06/05/25	702 – 737	$134,560.69
Claims 05/06/25 VOIDED	632	($793.45)
Claims 05/21/25	679	$29,586.91
Claims 05/28/25	684	$8,727.86
Claims 05/28/25 VOIDED	550	($8,727.86)
Claims 05/29/25	687 – 701	$48,717.41
TOTAL		**$396,170.33**

Recommended Action: Motion to approve the payables as presented.

Now providing a detailed report for credit cards. Headley made a motion to approve payables as presented. Thurman seconded; all in favor, motion carried.

6. **Finance Report –** sales tax trending lower this year, which was budgeted.
7. **Day Wireless Contract Amendment – Board Action**

   Recommended Action: Motion to approve the Day Wireless contract amendment as presented.

Thurman made a motion to approve the Day Wireless contract amendment as presented. Wills seconded; all in favor, motion carried.

8. **Cowlitz County Public Works ILA – Board Action**
   Recommended Action: Motion to approve the Cowlitz County Public Works ILA as presented.
   Headley made a motion to approve the Cowlitz County Public Works ILA as presented. Hamilton seconded; all in favor, motion carried.
9. **Board Comments/Board Committee Reports**
   A. **LAW TAC Update**: There will be a Compstat demo and will discuss this at the next Law Tac meeting. Those that attended the Motorola Summit will get together and talk about the training and some tools that were learned and what can be implemented.
   B. **FIRE TAC Update**: Met on June 3rd. Dispo codes went live and have been working well. There is a plan in place for the 4th of July for working with dispatch on responses and dispatches with a MOB officer to help things run smoothly. Working on changing some type codes for structure fire responses that will go live on July 15th. Next meeting will be August 19th.
10. **Director's Report**
    A. **Staffing Update:** 17 full-time dispatchers, 2 in training and are at the midway point, 19 dispatchers total. We have 3 applicants going through background right now. Jerry hits 30 years of service this week, as well as Tara Huhta with 28 years of service this month as well.
    B. **Radio Update:** Currently networked with all our sites so we can monitor temperature and all the things that we need to diagnose a problem. The next phase is to get connectivity to all the sites, and we are about halfway through that, and radios will follow. Have all the equipment needed to do a test proof of concept for a frequency to make sure all the bugs are worked out before we launch. Longview PD has volunteered to be the guinea pig, and it should be seamless. Updating dispatch consoles to get a couple frequencies in there that we don't have anticipation for the 4th of July. We want to add DNR. They will be running off our frequency for a brief operational period during the 4th and will be self-deploying through their dispatch, but we will be able to hear them, which will alleviate the telephone process to try to get ahold of their dispatch.
    C. **Board Appreciation Lunch:** Plan to have a Board appreciation lunch instead of a meeting next month, on July 16th. This will be a good time to celebrate the 2-year anniversary of moving into this building. We are trying to have a dedication plaque in time for that to dedicate to the building with the Board members at that time of the move. The lunch will be at 1pm on July 16th.
11. **Old Business:** N/A
12. **Executive Session: RCW 42.30.110(1)(g) Performance of a public employee**
    The Board entered into the executive session for 5 minutes at 10:14 AM and ended at 10:19 AM. The Board came out of executive session at 10:19 AM. No action was taken in the executive session.
13. **Adjournment:** 10:20 AM

Robert Huhta, Board Chair

Attest:

Briana Harvill, Clerk of the Board