

# Cowlitz 911 Public Authority Board of Directors

## Meeting Minutes

Wednesday December 17<sup>th</sup>, 2025 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

### Attendance

**Board Members:** Erik Halvorson; Andy Hamilton; Alan Headley; Brad Thurman; Charlie Worley; Bill LeMonds; Brad Hannig (alternate, voting); Rick Dahl; Jen Wills

**Staff:** Briana Harvill; Darr Kirk; Jerry Jensen; Michelle Arrowsmith; Jessica Weygandt; Tim Hanigan (general counsel); Jennifer Johnson (general counsel); Don Turrentine; Dannyka Baker

**Guests:** Troy Brightbill; Scott Goldstein; Robbie Satterly; Rich Fletcher

**Board Members Absent and No Alternate:**

### 1. Call to Order and Introductions

Headley called the meeting to order at 10:04 AM.

### 2. Approval of the Agenda

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

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

### 3. Approval of Meeting Minutes

#### A. October 23rd, 2025, Meeting Minutes

**Recommended Action:** A motion to approve the meeting minutes from 10/23/25, meeting minutes.

LeMonds made a motion to approve the 10/23/2025 meeting minutes as presented. Worley 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 & Claims 10/23/25	1293 – 1312	\$751,853.66
Payroll & Claims 10/27/25	1314 – 1318	\$53,673.53
Payroll 11/05/25	1319 – 1357	\$147,080.65
Payroll 11/13/25	1361 – 1381	\$23,217.15
Payroll 11/20/25	1402 – 1441	\$170,988.81
Payroll 12/05/25	1485 – 1523	\$150,501.52
Payroll 12/08/25	1527	\$3,830.50
Claims 11/25/25	1444 – 1468	\$220,671.72
Claims 12/01/25	1535	\$566,103.77
Claims 12/03/25	1526	\$76,861.80
TOTAL		<b>\$2,164,783.11</b>

**Recommended Action:** Motion to approve the payables as presented.

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

6. **Finance Report** – captures finances through 12/10/2025. There will be 2 additional payables and 1 payroll following this to complete year end. The forecast is pretty accurate, under expenses by about 20%.
7. **Board Comments/Board Committee Reports**
  - A. **LAW TAC Update:** Met in December 2<sup>nd</sup>. Discussed advanced protocol that was sent out to agencies, AI driven websites scamming radio traffic, other protocols and dispatch protocols involving staying on the line with callers.
  - B. **FIRE TAC Update:** Met in November. Discussed tone only frequency and updating fire frequency at the same time.
8. **Director's Report**
  - A. **Staffing Update:** Currently we have 19 full-time dispatchers, 3 in training and 2 additional starting on January 12<sup>th</sup>. Have a lateral applicant that we have sent to background and that would be Cowlitz 911's second hire ahead.
  - B. **Radio Update:** The radio project is moving along. MNI did good work up at Coldwater and Johnston Ridge. Most firmware updates on radios. Have conducted Longview testing and had good coverage all around and will be moving to the next steps on Longview's frequency. Replaced the generator at Abernathy, still waiting to hear what was made from auction.
  - C. **Budget Committee Update:** Will be consisted of the same individuals; Robert Huhta, Alan Headley, Brad Thurman and Charlie Worley. The committee will begin meeting in January.
9. **Old Business:** N/A
10. **Executive Session:** N/A
11. **Adjournment:** 10:24 AM



Robert Huhta, Board Chair

Attest:



Briana Graham, Clerk of the Board