Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday April 16th, 2025 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

Attendance

Board Members: Ruth Kendall (alternate, voting); Andy Hamilton; Alan Headley; Brad Thurman; Charlie Worley (alternate, voting); Ralph Herrera; Rick Dahl; Robert Huhta; Jen Wills

Staff: Briana Harvill; Dannyka Baker; Darr Kirk; Jerry Jensen; Jessica Weygandt; Frank Randolph (general counsel)

Guests: Rich Fletcher; Scott Goldstein, Brad Hannig; Rob Castro, Jason Kester; Tim Shay; Steve Ferrell; Troy Brightbill

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.

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

3. **Approval of Meeting Minutes**

   A. **March 19, 2025, Meeting Minutes**

   Recommended Action: A motion to approve the meeting minutes from 03/19/25, meeting minutes.

   Wills made a motion to approve the 03/19/2025 meeting minutes as presented. Hamilton 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. **911 Proclamation**

   Huhta read the 911 proclamation for Telecommunicators Week, April 13 – 19, 2025. Darr Kirk announced award winners for Trainer of the Year – Misti Gibbs, Call Taker of the Year – Michelle Sims (days with 9,430) and Ashlyn Munson (nights with 9,430), and Dispatcher of the Year – Ashlyn Munson.

6. **Payables:**

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 03/20/25	374 – 414	$170,874.34
Payroll 04/04/25	436 – 474	$151,232.57
Claims 03/20/25	418	$17,141.16
Claims 03/27/25	420 – 435	$21,799.29
Claims 04/10/25	475 – 496	$28,020.05
TOTAL		**$389,067.41**

Recommended Action: Motion to approve the payables as presented.

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

7. **Public Comment Memo**
   Darr Kirk presented a memo that highlights the switch in CAD systems that happened in 2022 and that the new one does not produce the same information as the old system. Due to this, we are not required to create a record that does not exist already so we will continue to balance the sensitive nature of our work with the public requests for records, maintaining strict adherence to Washington State Law.
8. **Lateral Incentive MOU – Board Action**
   Recommended Action: Motion to approve the Lateral Incentive MOU as presented.
   Herrera made a motion to approve Resolution 2025-001 as presented. Hamilton seconded; Dahl opposed; motion carried with an 8 to 1 vote.
9. **Resolution 2025-001: ILA Piggyback – Board Action**
   Recommended Action: Motion to approve Resolution 2025-001 as presented.
   Herrera made a motion to approve Resolution 2025-001 as presented. Headley seconded; all in favor, motion carried.
10. **Board Comments/Board Committee Reports**
    A. **LAW TAC Update**: Attended SNUG in Vancouver and will be looking for updates from Grant County on the testing of radios they are doing. Next meeting is in May.
    B. **FIRE TAC Update**: No update – next meeting in May
11. **Director's Report**
    A. **Staffing Update:** 17 full-time dispatchers, 3 in training, 20 dispatchers total. Have been conducting interviews over the past couple weeks. One supervisor has put in their notice, Josh Evald was selected to fill the vacant supervisor position.
    B. **Radio Project Update:** Will have the Day Wireless contract at the next meeting. There has been testing on the microwaves, and they are working far better than they have been.
    C. Will have quite a few items for the agenda at the next meeting, such as, a new contract with AMR and the Coroner, an update to the contract with MorePower, and AI for non-emergency calls. Frank has given us notice that he will be retiring at the end of June. Let Darr know of any recommendations the Board may have.
12. **Old Business:** N/A
13. **Executive Session:** N/A
14. **Adjournment:** 10:31 AM

Robert Huhta, Board Chair

Attest:

Briana Harvill, Clerk of the Board