Cowlitz 911 Public Authority Board of Directors

Meeting Minutes
Wednesday May 20th, 2026 @ 10:00 AM
Hybrid – Cowlitz 911 & ZOOM

Attendance

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

Staff: Briana Graham; Jerry Jensen; Michelle Arrowsmith; Jessica Weygandt; Jennifer Johnson (general counsel); Tim Hanigan (general counsel); Bob Schaefer

Guests: Robbie Satterly; Ralph Herrera; Eric Koreis

Board Members Absent and No Alternate:

1. **Call to Order and Introductions**

   Huhta called the meeting to order at 10:01 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. **April 15, 2026, Meeting Minutes**

   Recommended Action: A motion to approve the meeting minutes from 04/15/25, meeting minutes.

   LeMonds made a motion to approve the 04/15/2026 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 04/20/26	413 – 450	$137,176.51
Payroll 04/28/26	472 – 478	$29,762.02
Payroll 04/29/26	479 – 483	$46,727.77
Payroll 05/05/26	484 – 524	$151,710.39
Claims 04/23/26	451 – 471	$76,105.68
TOTAL		**$441,482.37**

   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.

6. **Finance Report –** We are seeing a decline in sales tax and tax revenue; however, it is looking like we are on track and everything is looking good so far.

7. **Resolution 2026-002: Budget Amendment**

   Nichols made a motion to approve Resolution 2026-002: Budget Amendment. LeMonds seconded; all in favor, motion carried.

8. **Board Comments/Board Committee Reports**

A. **LAW TAC Update**: Discussed some confusion about the confirmation of DOC warrants and when to contact the jail to see if they will accept it or not. The decision that was made is that dispatch will call when requested by law enforcement to do so. The other topic of discussion was when multiple agencies respond to a call, they need to switch to one radio frequency during the duration of them working that call. Dispatch will inform them which frequency to switch to.

B. **FIRE TAC Update**: Most of the conversation was about USDD and the upcoming plan for the 4th of July.

C. **Budget Committee Update**: Have been meeting each month prior to the board meeting. The next meeting is scheduled for June 8th. At the last meeting they discussed the resolution that was just adopted and their next focus is on user fees. As of now, Cowlitz 911 is preparing multiple options for the committee to review and will hopefully be able to provide more information at the next board meeting.

9. **Director's Report**

A. **Staffing Update:** Currently have 19 dispatchers, 2 in training. We have 1 currently in background that we think is going to be viable. Working towards getting this person completely through the hiring process and onboarded before Bri leaves for maternity leave. Following this meeting, we will do a job posting for the IT Position the Board just passed.

B. **Radio Update:** Provided a document to the Board highlighting where things are at and what our expectations are moving forward. There has been some misunderstanding about what our digital voting system is. It is not digital transmissions; we are still analog. Johnston Ridge is now up and running. They have put a temporary work bridge to cover the slide area, and we were able to get through to our sites. No update on the grant. We have the network built for USDD. We have run into a glitch and USDD is having a hard time getting to our system, so we have created a couple different paths for them to try out. We are still anticipating a June trial period.

10. **Old Business:** N/A

11. **Executive Session:** N/A

12. **Adjournment:** 10:16 AM

Robert Huhta, Board Chair

Attest:

Briana Graham, Clerk of the Board