

Cowlitz 911 Public Authority Board of Directors

Regular Meeting Minutes

June 12th, 2019

Attendance

Board Members: Joe Gardner; Chet Makinster; Alan Headley; Scott Neves; Kurt Sacha; Brad Thurman; Steve Taylor; Deb Pineda(alternate, voting);

Staff: Deanna Wells; Monique Pellant; Jerry Jensen; Frank Randolph (legal counsel)

Guests: Jason Roger; Rafael Herrera; Chris Tate;

Board Members Absent and No Alternate: Vic Leatzow

1. Call to Order and Introductions

Taylor called the meeting to order at 10:09 AM.

2. Approval of the Agenda

Addition under a new category New Business- to include discussion of adding State DOC to regular frequencies.

Add Executive section for real estate.

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

3. Selection of Vice Chair

Pineda was nominated. Neves seconded. Pineda is an alternate and cannot serve as the vice chair. Thurman withdrew his nomination due to Pineda being ineligible. Leatzow was nominated. Headley was nominated. Sacha seconded the nomination for Headley. All in favor, motion carried.

4. Approval of Meeting Minutes

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

5. Public Comment

None.

6. Payables

The following transactions are approved as presented

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 05/20/2019	524-562	\$112,630.92
Payroll 06/05/2019	601-639	\$113,872.48
Payroll 05/24/2019 (retro)	580-600	\$59,167.44
Claims	486-513	\$39,270.92
Claims	566-579	\$27,124.98
TOTAL		\$352,066.74

Sacha made a motion to approve the payables as presented. Makinster seconded; all in favor, motion carried.

7. MOU – Vacation and Sick Accrual

Agreement between the guild and Cowlitz 911. MOU to match our practice. Headley made a motion to approve the MOU with the guild regarding accrual rates for vacation and sick leave. Neves seconded; all in favor, motion carried.

8. Resolution 2019-003 Declaring Surplus Disposal

Thurman made a motion to approve Resolution 2019-003. Headley seconded; all in favor, motion carried. Repeaters are good for 7-10 years and they are at end of life.

9. Director's Report

A. Cowlitz 911 Console Update – RFP sent out to a host of vendors.

Copy sent out to the fire chiefs. Also posted online. Pallans put it together. RFP cost 400,000-600,000.

B. Email Hosting

Cowlitz 911 would like to memorialize the independence of Cowlitz 911 from the county. Jurmu would like the board to have emails. Request to move forward with that project. Sacha made a motion to stay with the county at this time and have a domain name change. Thurman seconded; all in favor, motion carried.

C. Implementing Text to 911

We are ready to move forward with text to 911. Get ready for that to be implemented.

D. Executive Session: Real Estate and Litigation: Thurman made a motion to hold executive session at the end of the meeting. Headley seconded; all in favor, motion carried.

E. Recruitment

- i. 2 at 6 months of training
- ii. 1 at 2 months of training
- iii. 3 resignations
- iv. 15 fully trained
- v. Entry Level Recruitment
 1. 4 qualified for background following interviews
 2. 4 qualified for interviews – June 14th.
- vi. Lateral Recruitment
 1. 3 candidates
 - a. 2 fully qualified/ call taking and dispatch
 - b. 1 has 6 years of call taking only

F. Audio Technician hours increase- 25 hours a week

- i. Help to cover public records disclosure

G. Radio Infrastructure

- i. Castle Rock Site
- ii. Woodland Site
- iii. Station 22 (Baker's Corner/West Longview site).

RFP and project management for upgrades to the 3 sites. Received 2 proposals back. One is substantially higher than the other.

10. New Business

A. State DOC

- i. DOC has been coming to Cowlitz 911 to ask for access to radio frequencies across the county for officer safety. Currently doing it over cell phones. They will be coming to ask for a price.

11. Old Business

A. N/A

12. Closing of Chair

A. Taylor gave his closing speech. Look at the 5 year average for user fees.

13. Executive session ongoing litigation

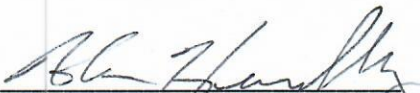
A. Thurman made a motion to enter into executive session. Headley seconded. Litigation should take 10 minutes. Entered into executive session at 11:07. Finished executive session at 11:10.

14. Executive session for Real Estate

A. Entered into executive session at 11:14. Expected to last 16 minutes. Will return to open session at 11:30. Extension granted until 11:45. Additional extension granted until 11:50. Returned to open session at 11:47.

15. Adjournment

Meeting adjourned at 11:47 AM


~~Joe Gardner, Chair~~
ALAN HEADLEY, VICE CHAIR

ATTEST:

Rachael Fair, Clerk of the Cowlitz 911 Board