

# Cowlitz 911 Public Authority Board of Directors

## Regular Meeting Minutes

July 10<sup>th</sup> , 2019

### Attendance

**Board Members:** Kurt Sacha; Chet Makinster; Vic Leatzow; Alan Headley; Brad Thurman; Ralph Herrera (alternate, voting); Scott Neves (arrived at 10:24 pm); Deborah Pineda (alternate, voting)

**Staff:** Phil Jurmu; Rachael Fair; Deanna Wells; Frank Randolph (Legal Counsel)

**Guests:** Butch Brenaman; Bill Lemonds; Jeff Cameron; Lori Hendrickson; Chris Tate

**Board Members Absent and No Alternate:** Joe Gardner; Darr Kirk (alternate, no current member on board)

### 1. Call to Order and Introductions

Headley called the meeting to order at 10:00 AM.

Pineda and Leatzow arrived at 10:01 AM.

### 2. Approval of the Agenda

Will have an executive session to consider real estate purchase RCW 42.30.110 (b)

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

### 3. Approval of the Meeting Minutes

Thurman made a motion to approve the 06/12/19 and 06/26/19 meeting minutes as presented.

Makinster seconded; all in favor, motion carried.

### 4. Public Comment

None.

### 5. Payables

**The following transactions are approved as presented**

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 07/05/2019	731-765	\$101,123.92
Claims	708-730	\$52,294.38
TOTAL		\$352,066.74

Jurmu noted that we are still waiting to get purchase cards. In the meantime Cowlitz 911 will continue to reimbursement staff for office expenditures. Sacha made a motion to approve the payables as presented. Thurman seconded; all in favor, motion carried.

### 6. Director's Report

#### A. Staffing Update

Three dispatchers have been promoted to lead, White, Deisher and Reeves. We have two Dispatchers in training. Trainee Gibbs will be on her own next month. Trainee Bennett is in her 3<sup>rd</sup> month of training. Five 911 dispatch applicants under consideration for hire. Three new hires have accepted positions and have start dates.

#### B. Facility Update

Jurmu conversed with Kelso School District Officials who share a common interest in Beacon Hill School option D, as a potential facility site. There was also discussion about assessing feasibility of obtaining an adjacent property on Columbia Heights. Makinster made a motion to authorize the Executive Director to sign the addendum for the architect agreement to look at the other two properties if necessary. Leatzow seconded; all in favor, motion carried.

Cameron stated the likelihood of WSDOT approving a second access point to the Croy st site is not likely to happen. WSDOT controls a 300 ft. easement/right of way from the off ramp. Jurmu has brought on Mr. Cameron to assist with the facility project.

The Radio Console RFP responses are due on July 19<sup>th</sup>. A Radio Console Committee will be formed to review responses.

The Technical Committee has formed a CAD sub-committee and they are touring other 911 Centers to look at their CAD systems. They are touring Grays Harbor today, uses Spillman.

DOC will not become a full member partner, however if their officers are out of cell service range they will check in with Cowlitz 911 Dispatch staff who will check status, monitor, and track the safety of the unit.

**C. Directors Show and Tell**

The furniture is being installed and the board is welcome to come look.

**7. New Business**


**8. Old Business**


**9. Executive session (Real Estate purchase RCW 42.30.110 (b))**

Entered into Executive session at 10:35 and request for Cameron to stay. 15 minute extension granted until 10:50. 15 minute extension granted until 11:05. 15 minute extension granted until 11:20. 10 minute extension granted until 11:30. Meeting reconvened open session at 11:30.

**10. Adjournment**

Meeting adjourned at 11:30 AM.

  
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Joe Gardner, Chair

ATTEST:  
  
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Rachael Fair, Clerk of the Cowlitz 911 Board