

Cowlitz 911 Public Authority Board of Directors

Regular Meeting Minutes

July 24th , 2019

Attendance

Board Members: Chet Makinster; Vic Leatzow; Brad Thurman; Scott Neves; Deborah Pineda (alternate, voting); Darr Kirk; Chris Smith(alternate, voting); Dave LaFave (alternate, voting)

Staff: Phil Jurmu; Rachael Fair; Jerry Jensen; Frank Randolph (Legal Counsel)

Guests: Butch Brenaman; Bill Lemonds; Chris Tate; Matt Enser; Ralph Herrera

Board Members Absent and No Alternate: Joe Gardner

1. Call to Order and Introductions

The Chair and Vice Chair were absent. Mr. Kirk was asked to step in and chair the meeting. Kirk called the meeting to order at 10:00 AM.

2. Approval of the Agenda

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

Lafave made a motion to approve the agenda. Makinster seconded; all in favor, motion carried.

3. Approval of the Meeting Minutes

Neves made a motion to approve the 07/10/2019 meeting minutes as presented. Thurman seconded; all in favor, motion carried.

4. Public Comment

None.

5. Payables

The following transactions are approved as presented

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 07/20/2019	793-826	\$103,978.31
Claims	770-790	\$26,653.22
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TOTAL		\$130,631.53

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

6. Financial Report

We are ahead in revenue and about 10% less than budgeted for expenditures.

7. Director's Report

A. Staffing Update

Trainee Mackenzie started on July 11th. Trainee Laudenschlager will start on July 26th and her first working day will be July 29th. She is our first lateral. Looking at a compressed timeline for training. We have two people starting September 11th. One is a lateral from Grey's Harbor County and another is entry level. Misti will be released August 11th and she will be our 16th trained dispatcher. We have Aeranee coming back from military leave and she will be in her 3rd month of training. That puts us right at 21.

B. Future topics of Discussion

Budget workshop on September 11th.

Annual Evaluation for Jurmu.

The board has an opportunity now that it has been 5 years to discuss and make changes to the current user fee formula.

Jurmu has received RFP bids and is in the process of getting feedback for the evaluation process.

Lafave made a motion to establish a policy for the bid process and return it to the board for approval. Leatzow seconded; all in favor, motion carried.

8. New Business

Neves inquired on a final answer for participation in the selection of the property. Counsel advised against participation of members who have a conflict of interest.

9. Old Business

We have 4 items on our punch list left, but other than that the transition into the new CAD furniture went well.

Lastly, the venue of open public meetings was under question. We can have a meeting behind locked doors as long as they can get in.

10. Executive session (Real Estate purchase RCW 42.30.110 (b))

Kirk excused himself from the discussion. LaFave excused himself from the discussion. Neves excused himself from the discussion. Herrera took over as Neves alternate. Entered into Executive session at 10:45 with anticipation of needing 45 minutes. Executive session ended at 11:18. Meeting reconvened pen session at 11:18.

11. Adjournment

Meeting adjourned at 11:18 AM.


Joe Gardner, Chair

ATTEST:

Rachael Fair, Clerk of the Cowlitz 911 Board