

RIVERCOM ADMINISTRATIVE BOARD

RiverCom 911

Wednesday, August 28, 2018

140 S. Mission Street, 3rd Floor, Wenatchee, WA 98801

SPECIAL MEETING MINUTES

Board Members Present: Keith Goehner, Commissioner, Chelan County (Chair); Dan Sutton, Commissioner, Douglas County; Keith Huffaker, Councilmember, City of Wenatchee (via conference call); Jerrilea Crawford, Councilmember, City of East Wenatchee; Arnold Baker, Chief, Chelan County Fire District No. 5

Ex-Officio Members Present: Brian Burnett, Sheriff, Chelan County Sheriff's Office; Steve Crown, Chief, Wenatchee Police Department

RIVERCOM Staff Present: Jim Fosse, Director; Staci Larsen, Executive Assistant

A. CALL TO ORDER – Chairman Goehner called the special meeting to order at 1:33 PM.

B. WELCOME – Chairman Goehner welcomed those present.

C. APPROVAL OF AGENDA

Motion to approve the Agenda as presented; Baker, second by Sutton.

Resolution: Motion carried unanimously.

D. EXECUTIVE SESSION

Chairman Goehner entertained a motion that the Board move into Executive Session to discuss the hiring process and qualifications for the position of Director.

Motion to move into Executive Session to discuss the hiring process and qualifications for the position of Director for an open-ended amount of time; Sutton, second by Crawford.

Resolution: Motion carried unanimously.

At 1:35 PM Chairman Goehner closed the meeting and the Board moved directly into Executive Session.

At 3:42 PM Chairman Goehner closed the Executive Session and immediately resumed the meeting.

No action was taken by the Board.

By a consensus of the Board, the following items were established with regard to a hiring process for the Position of Executive Director:

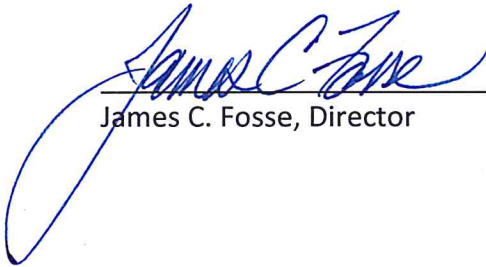
- Requirements and qualifications
- A recruitment and hiring schedule
- Designated a point of contact
- Application process
- A general salary range and benefit package, with final salary negotiated at time of hire
- Recruitment plan
- Interview process and venue

E. ADJOURNMENT

With no further business, Chairman Goehner adjourned the Special Meeting at 3:42 PM.

Minutes Respectfully Submitted,
 Staci Larsen
 Executive Assistant
 RIVERCOM 911

ATTEST:

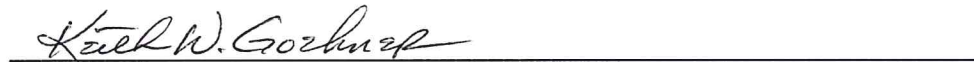


James C. Fosse, Director

9-12-18

Date

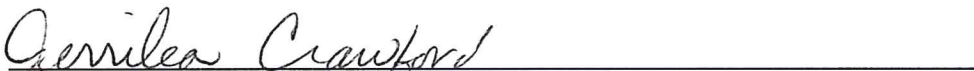
RIVERCOM Administrative Board Members:



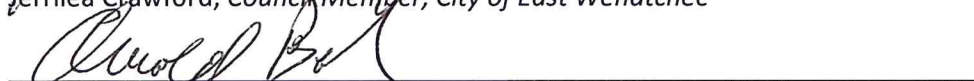
Keith Goehner, *Chair, Commissioner, Chelan County*

Dan Sutton, *Vice-Chair, Commissioner, Douglas County*

Keith Huffaker, *Council Member, City of Wenatchee*



Jerrilea Crawford, *Council Member, City of East Wenatchee*



Arnold Baker, *Chief, Chelan County Fire District No. 5*