

RIVERCOM 911  
**RIVERCOM ADMINISTRATIVE BOARD**

**Tuesday, September 15, 2020**

*Due to COVID-19 health crisis directives, the RiverCom Administrative Board special meeting was conducted by teleconference service; there was no in-person meeting.*

**SPECIAL MEETING MINUTES**

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**ATTENDANCE:**

**Board Members:** Kevin Overbay (Chair), Dan Sutton, Jerrilea Crawford, and Brian Burnett

**Absent:** Ruth Esparza

**Ex-Officio Members:** Kevin Morris, Steve Crown, Rick Johnson, Arnold Baker

**RiverCom Staff:** Criselia Grupp

**Other Attendees:** Bob Siderius, RiverCom Legal Counsel; Beth McIntyre, AWC Risk Management (RMSA) Legal Counsel; Carlye Baity as meeting organizer at request of Chair Overbay

- A. **CALL TO ORDER** – Chairman Overbay called the meeting to order at 2:03 p.m.
- B. **WELCOME AND INTRODUCTIONS** – Chairman Overbay welcomed those joining the meeting.

C. **APPROVAL OF AGENDA**

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

*Resolution: Motion carried unanimously.*

D. **NEW BUSINESS**

1. **Executive Session - To discuss potential litigation with legal counsel**

*Motion to move the regular meeting into Executive Session for a period of time not to exceed fifteen (15) minutes to discuss potential litigation with legal counsel present; Sutton second by Burnett*

*Resolution: Motion carried unanimously.*

The Executive Session started at 2:06 p.m.

Board Member Crawford joined the meeting during Executive Session.

The Special Meeting was called back to order at 2:38 p.m.

No action was taken.

2. **Executive Session – To discuss an ongoing internal investigation regarding personnel issues with legal counsel**

*Motion to move the regular meeting into Executive Session for a period of time to discuss an ongoing internal investigation regarding personnel issues with legal counsel present; Burnett second by Sutton*

*Resolution: Motion carried unanimously.*

The Executive Session started at 2:38 p.m.

The Special Meeting was called back to order at 2:57 p.m.

No action was taken.

H. ADJOURNMENT

There was no further business.

*Motion to adjourn the special meeting; Sutton, second by Burnett.  
Resolution: Motion carried unanimously.*

The Board adjourned the special meeting at 2:57 p.m.

Minutes Respectfully Submitted,  
Criselia Grupp  
Administrative Services Manager

**RiverCom Administrative Board Members:**

*Approval in writing via email.*

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Kevin Overbay, Chair, Commissioner, Chelan County

*Approval in writing via email.*

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Dan Sutton, Chair Pro Tem, Commissioner, Douglas County

*Absent*

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Ruth Esparza, Council Member, City of Wenatchee

*Approval in writing via email.*

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Jerrilea Crawford, Mayor, City of East Wenatchee

*Approval in writing via email.*

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Brian Burnett, Sheriff, Chelan County Sheriff's Office

**Note:**

*The Board special meeting minutes of September 15, 2020 were verbally approved by motion at the October 14, 2020 RiverCom Administrative Board meeting.*

*However, due to COVID-19 health crisis restrictions in place at the time of the meeting, the Board meeting was conducted by teleconference service rather than in-person; Board member signatures could not be fixed to the hard-copy version of the document. The minutes were approved by Kevin Overbay, Dan Sutton, Jerrilea Crawford, and Brian Burnett. The minutes were also approved in writing by Board members Overbay, Sutton, Crawford, and Burnett.*