

POLICY STATEMENT

October 10, 2018

RiverCom Administrative Board

Selection of 5th Voting Position for the RiverCom Administrative Board

The RiverCom Administrative Board establishes a process and criteria by which the 5th voting Board position may be selected.

Organization of RiverCom

RiverCom is organized as a municipal corporation and a separate legal entity under the laws of Washington State. RiverCom operates separate from any other existing emergency response agency. RiverCom functions under an "Amended Interlocal Cooperative Agreement RE: The Creation and Administration of a Multi-Jurisdictional Public Safety Answering Point" (2007) and is exclusively governed by the RiverCom Administrative Board.

RiverCom Administrative Board

The RiverCom Administrative Board is currently composed of five (5) voting Board members and up to eight (8) possible ex-officio Board member positions.

Voting Board Members:

1. One Chelan County Commissioner
2. One Douglas County Commissioner
3. One elected official of the City of Wenatchee
4. One elected official of the City of East Wenatchee
5. One member of the Ex-Officio members group

Ex-Officio (non-voting) Board Members:

- The Sheriff of Chelan County
- The Sheriff of Douglas County
- The Police Chief of the City of Wenatchee
- The Police Chief of the City of East Wenatchee
- A Mayor representing the regional smaller cities
- A representative of the North Central Washington Fire Chiefs and Commissioners Association
- A representative of the Chelan-Douglas EMS Council
(Note: This is not a formally organized or recognized group)
- A representative of the EMS User Transport Agencies
(Note: This is not a formally organized or recognized group)

History

When RiverCom was first formed, the intention was to set-up a four-member Board as a measure by which its founding agencies would be equally represented. Although it was recognized that a four-member Board could be problematic with regard to tie votes in decision-making processes, it was felt that Board decisions warranted a majority vote. In the few years following RiverCom's opening, it was recognized that a fifth Board member was needed. Subsequently, a fifth voting position was added to the Board in 2007 and RiverCom's Interlocal Agreement was amended to include this change.

Section of 5th Board Position - Past Practice

RiverCom's Interlocal Agreement states that the 5th Board position is to be held by an Ex-Officio Board member. At some point, however, the selection of an Ex-Officio member was not adhered to or a shift in the selection process may have taken place. It is likely that the selection process for this position was inadvertently altered over a period of time. Whatever the case, the change in practice is now outside the historical memory of current Board members and RiverCom Staff. No official record has been located that would support a change in criteria or process one way or another.

In practice, participants in the RiverCom Operations Group selected a Chairperson for its group on a reoccurring rotational basis of Fire, EMS, and Law agencies. The Chairperson then moved directly into the 5th Board position. In all practicality, the rotational aspect of this process worked satisfactorily with some exceptions.

The most problematic exception was that the process allowed non-executive and non-administrative personnel to serve in an executive capacity on the RiverCom Administrative Board. RiverCom Staff consulted with and solicited advice from legal counsel on this matter. Due to the executive function and nature of this position, legal counsel strongly maintains the 5th voting Board member must hold a position acting in the capacity of an executive manager and must be a non-bargaining unit employee with their respective agency at the time they are selected and for the term of the Board position. The RiverCom Administrative Board has generally expressed agreement with advice of legal counsel regarding this matter.

In addition, some Board members have also noted a preference that the position be held by a "user" in the field. Concerns have also been expressed about the lack of various other eligibility requirements for the position and the potential for other issues.

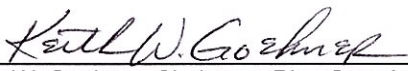
At the end of 2017, RiverCom Staff informed the Operations Group about its intent to adhere to the Interlocal Cooperative Agreement and specifically the language pertaining to the composition of the RiverCom Administrative Board as outlined in the Agreement. It notified the Group that, moving forward, the elected Chairperson of the RiverCom Operations Group (ROG) would no longer rotate into the 5th voting Board position.

Eligibility and Selection of 5th Voting Board Member

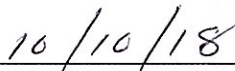
Based on the aforementioned recommendation by legal counsel as well as other recommendations forwarded by RiverCom Staff, the RiverCom Board sets forth the following processes and criteria when selecting the 5th voting Board position:

- The individual must hold a position acting in the capacity of an executive director or manager and must be a non-bargaining unit employee with their respective agency at the time they are selected and for the term of the Board position.
- Like other Board members, the individual must reside primarily within RiverCom's service area.
- The individual must be employed by a "public agency" as defined by RCW 42.30.020 which is located in Chelan and/or Douglas County and that has in place and maintains a signed operating agreement with RiverCom, the agency of which is a full-paying subscriber of RiverCom services.
- The individual must be authorized to serve as an official representative of the "public agency" and must be officially appointed and/or endorsed to serve on the RiverCom Administrative Board. Individuals may not be self-appointed.
- In accordance with the Interlocal Agreement, the selection of the 5th voting Board position will be made by the Ex-Officio Board members who are officially appointed to such positions at the time the selection process begins.
- The Ex-Officio Board members will select an individual for the 5th voting Board member position by October 31 of each calendar year to serve for the following calendar year. The selection will be communicated to RiverCom no later than November 15 of each calendar year.
- The selection of the 5th Board position will rotate from one term to the next based in order of law enforcement, fire service, and emergency medical services. If a representative from a field is not available, the rotation shall automatically skip over that field and go to the next field in the rotation.
- The individual selected for the 5th Board position will serve on the Board as a "User Agency Representative."
- The individual selected will be committed to serve on the Board for a minimum of one (1) calendar year or, preferably, a two (2) year term. The Ex-Officio group will notify RiverCom about the length of term at the time the individual is selected.
- Ex-Officio members who are selected to serve in the 5th Board position do so as a result of their position with their respective agency. In the event that the individual terminates employment with their respective employer, the individual will vacate the Ex-Officio position and the 5th Board position upon termination of employment.

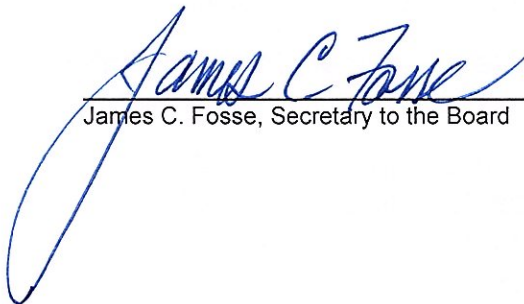
Adopted by the RiverCom Administrative Board on the 10th day of October 2018, in the City of Wenatchee, State of Washington.



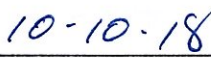
Keith W. Goehner, Chairman, RiverCom Administrative Board



Date



James C. Fosse, Secretary to the Board



Date

Motion to Approve: Crawford
Second: Sutton

Board Vote:

| | Goehner | Sutton | Huffaker | Crawford | Baker |
|--------------|---------|--------|----------|----------|-------|
| Approved | X | X | Absent | X | X |
| Not Approved | | | Absent | | |