

RIVERCOM 911
RIVERCOM ADMINISTRATIVE BOARD

Wednesday, January 18, 2023

Confluence technology Center, 285 Technology Way, Wenatchee, WA 98801

MEETING MINUTES

ATTENDANCE:

Board Members: Tiffany Gering (Chair), Jerrilea Crawford (Chair Pro Tem), Dan Sutton, Mike Poirier, Steve Crown

Ex-Officio Members: Arnold Baker, Rick Johnson, Mike Morrison, Kevin Morris

RiverCom Staff: Lowell Porter, Jerry Corder, Mihkaela Overbay, Josh Humphrey, Jeremiah Johnson, Kayla Hodges, Lynn Palmer, Mayra Sanchez, Renee VanBuskirk, Aaron Fries, Dee Gutierrez

Guests: Blake Larson, Cashmere Fire Dept.; Andy Davidson, Wenatchee Valley Fire; Eric Hampton, East Wenatchee PD

A. **CALL TO ORDER** – Chairwoman Gering called the meeting to order at 09:00 a.m.

B. **PLEDGE OF ALLEGEANCE**

C. **APPROVAL OF AGENDA**

*Motion to approve agenda as presented; Crawford, second by Poirier.
Resolution: Motion carried unanimously.*

D. **CONSENT AGENDA**

1. RiverCom Administrative Board Minutes, December 14, 2022
2. Financial reports for the month ending December 31, 2022
3. Payroll for December 1-31, 2022 paid January, 2023
 - a. General Operating Account \$ 403,812.39
4. Special Accounts Payable in the Amount of \$ 65,086.97 for payment on December 19, 2022
 - a. Communications Tax Account \$ 65,086.97
5. 2022 Accounts Payable in the amount of \$423,277.35 for payment on January 18, 2023
 - a. General Operating Account \$ 32,194.26
 - b. E911 Reserve Account \$ 7,589.97
 - c. Capital Facility Reserve Account \$ 6,125.00
 - d. Capital Account \$ 36,652.22
 - e. Communications Tax Account \$340,715.90
6. 2023 Accounts Payable in the amount of \$110,485.01 for payment on January 18, 2023
 - a. General Operating Account \$ 95,890.66
 - b. Communications Tax Account \$ 14,594.35

*Motion to approve the Consent Agenda, Items 1-6; Crawford, second by Crown.
Resolution: Motion carried unanimously.*

E. **PUBLIC COMMENT** – No Comments Made

F. 2022 RIVERCOM ACHEIVEMENT REPORT

Executive Director Porter gave a PowerPoint presentation of all the hard work and achievements over the 2022 calendar year.

The presentation was paused at 9:40 a.m. due to Board members needing to leave for another meeting, resulting in not having a quorum. The Board will conduct the items under "Other Business" before their departure.

G. OTHER BUSINESS

1. Business Case – Subscriber Equipment Sustainment Program

As requested by the Board at the December 14, 2022 meeting, Executive Director porter presented a full explanation of the benefits for this program which would eliminate the Tier 1 funds for preventative maintenance and allow for an additional Radio Technician for RiverCom to complete this in-house.

Assistant Chief Andy Davidson spoke about how huge this would be for their agency for both time and staff costs. It would save them roughly \$20,000 a year. WVF strongly recommends the approval of this program.

Further discussion took place.

Motion to approve the Subscriber Equipment Sustainment Program as presented; Crawford, second by Poirier.

Resolution: Motion carried unanimously

2. Resolution 2023-1 – To amend the 2023 Annual Budget

With approval of the SESP business case, \$200,000 will be transferred from the Communications Tax Account to the General Operating Account. Dissolving the Tier 1 funds for agencies."

Motion to approve the amendment of the 2023 Annual Budget; Crawford, second by Poirier.

Resolution: Motion Carried Unanimously

3. Shared Funding Assistance Program Tier 2 Program – Cashmere Fire Department

Chief Blake Larson presented a request for additional spending authority of \$13,000 to outfit the entire department with matching radios, a total of 12. The current radios are obsolete.

Motion to approve Cashmere Fire Department Tier 2 Application in full; Poirier, second by Crown.

Resolution: Motion Carried Unanimously

*Note Crawford and Poirier have left the meeting

H. 2022 RIVERCOM ACHEIVEMENT REPORT (Cont.)

At 1004 Executive Director Porter resumed the presentation.

I. BOARD CHAIR REPORT

Chairwoman Gering cancelled the Executive Session, due to the lack of a quorum.

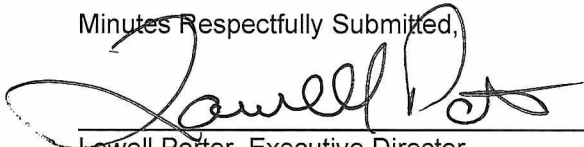
J. EXECUTIVE DIRECTOR REPORT

1. Reminder of the Capital Facility Workshop on January 25, 2023 from 9:00 a.m. to 12:00 p.m.

K. ADJOURNMENT

With no further business the meeting was adjourned at 10:45 a.m.

Minutes Respectfully Submitted,



Lowell Porter, Executive Director
Secretary to the Board

2-21-23

Date

RiverCom Administrative Board Members:

Absent

Tiffany Gering, Chair, Commissioner, Chelan County

Absent

Jerrilea Crawford, Chair Pro Tem, Mayor, City of East Wenatchee



2-15-2023

Travis Hornby, Councilmember, City of Wenatchee



Dan Sutton, Commissioner, Douglas County



Steve Crown, Chief, Wenatchee Police Department

EDGAR REINFELD, CAPTAIN