

RIVERCOM 911
RIVERCOM ADMINISTRATIVE BOARD

Wednesday, January 17, 2024

East Wenatchee Police Department, 50 Simon St SE, East Wenatchee, WA 98802

MEETING MINUTES

ATTENDANCE:

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

Ex-Officio Members: Arnold Baker (ZOOM), Andy Davidson, Brian Pulse, Rick Johnson, Kevin Morris

RiverCom Staff: Doug Jones, Jeremiah Johnson, Mihkaela Overbay, Jerry Corder, Josh Humphrey, Lori Beidler, Lynn Palmer, Renee VanBuskirk, Kayla Hodges

A. **CALL TO ORDER** – Chairman Poirier called the meeting to order at 09:03 a.m.

B. **PLEDGE OF ALLEGIANCE**

C. **APPROVAL OF AGENDA**

Executive Director Jones to amend the agenda by adding F. 6. Budget Discussion and remove G. Manager Reports.

*Motion to approve agenda with the amendments presented; Crawford, second by Crown.
Resolution: Motion carried unanimously.*

D. **CONSENT AGENDA**

1. RiverCom Administrative Board Minutes, December 20, 2023
2. Financial reports for the month ending December 31, 2023
3. Payroll for December 1-31, 2023, paid January 5, 2024
 - a. General Operating Account \$ 411,666.19
4. **2023** Accounts Payable in the amount of \$119,246.92 for payment on January 17, 2024
 - a. General Operating Account \$60,383.21
 - b. Capital Facility Reserve \$ 2,002.50
 - c. Communications Tax Account \$56,861.21
5. **2024** Accounts Payable in the amount of \$212,453.28 for payment on January 17, 2024
 - a. General Operating Account \$ 50,758.00
 - b. Capital Facility Reserve \$ 4,880.50
 - c. Communications Tax Account \$156,814.78

*Motion to approve the Consent Agenda, Items 1-5; Crawford, second by Crown.
Resolution: Motion carried unanimously.*

E. **PUBLIC COMMENT** – No Comments

F. **EXECUTIVE DIRECTOR REPORT**

Executive Director Jones reported on the following:

1. **Phone System Update**
 - a. The consortium has narrowed down a final vendor, Central Square, and will move forward with bidding. RiverCom's requirement is to be a host site.

2. Quarterly Customer Survey

- a. RiverCom survey results were presented to the Board, along with comparison of third and fourth quarter results. There was a slight improvement between the quarters.

3. Spillman Training Database MOU

- a. The MOU is still in process with legal counsel.

4. Interlocal Cooperation Agreement

- a. The final draft was present to the Board, with no further discussion it is ready to present to the governing entities.

5. School District Camera MOU

- a. The MOU with Wenatchee School District has been pushed back, but RiverCom staff is currently going through training.

6. Communication Tax Revenue

- a. With the closing of the 2023 Budget year, RiverCom received an excess of \$350,000 from the 1/10th of 1% Communication Tax Revenue than projected. RiverCom's recommendation to the Board was to move the additional revenue into the Capital Facility Reserve Account. Discussion took place.

*Motion to split the \$350,000, with one-third transferred to Capital Facility Reserve Account and two-thirds reimbursed back to the Customer Agencies; Sutton, second Crawford
Resolution: Opposed.*

*Motion to split the \$350,000, with one month reimbursement to the law enforcement agencies and the remaining amount be transferred to Capital Facility Reserve Account; Crawford, second Sutton.
Resolution: Motion carried unanimously.*

G. EXECUTIVE SESSION – To discuss real estate (RCW 42.30.110(1)(b))

Chairman Poirier took the meeting into executive session, not to exceed ten (10) minutes at 09:33 a.m.

At 09:43 a.m. the meeting was called back into session; no formal actions taken.

H. OTHER BUSINESS

1. 2023 Achievement Report

The 2023 Achievement Report presentation was given to the Board, by PowerPoint. The presentation gave a list of 2023 accomplishments and 2024 goals for each department.

2. ADJOURNMENT

With no further business the meeting was adjourned at 10:59 a.m.

Minutes Respectfully Submitted,

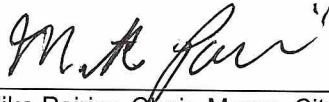


Doug Jones, Executive Director
Secretary to the Board

2/21/24

Date

RiverCom Administrative Board Members:



Mike Poirier, Chair, Mayor, City of Wenatchee



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



Tiffany Gering, Commissioner, Chelan County

Dan Sutton, Commissioner, Douglas County

Steve Crown, Chief, Wenatchee Police Department

