

RIVERCOM 911
RIVERCOM ADMINISTRATIVE BOARD

Wednesday, August 21, 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), Dan Sutton, Tiffany Gering, Rick Johnson

Ex-Officio Members: Andy Davidson, Tyler Caille (for Kevin Morris), Arnold Baker

RiverCom Staff: Doug Jones, Jeremiah Johnson, Josh Humphrey, Jerry Corder, Lori Beidler, Kayla Hodges

Guest: Bob Siderius, JDSA LAW

A. CALL TO ORDER – Chairman Poirier called the meeting to order at 9:00 a.m.

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

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

D. CONSENT AGENDA

1. RiverCom Administrative Board Minutes, July 17, 2024
2. RiverCom Special Board Meeting Minutes, July 31, 2024
3. Financial reports for the month ending July 31, 2024
4. Payroll for July 1-31, 2024, paid August 5, 2024
 - a. General Operating Account \$448,347.02
5. Accounts Payable in the amount of \$47,425.00 for payment on August 7, 2024
 - a. General Operating Account \$28,000.00
 - b. Capital Account \$19,425.00
6. Accounts Payable in the amount of \$216,167.56 for payment on August 21, 2024
 - a. General Operating Account \$ 59,961.74
 - b. Capital Account \$132,569.78
 - c. Capital Facility Reserve Account \$ 4,790.00
 - d. Communications Tax Account \$ 18,846.04
 - e. Communications Tax Account \$ 25,261.72

***Motion** to approve the consent agenda, items 1-6; Crawford, second by Johnson.
Resolution: Motion carried unanimously.*

E. PUBLIC COMMENT – Three-minute comment was given by Chief Brian Brett on behalf of Wenatchee Valley Fire Department, and their stance on the voting board positions asking the board to reconsider their decision.

F. EXECUTIVE DIRECTOR REPORT

Executive Director Jones reported on the following:

1. PSAP Update

- a. As requested by the Board, an appraisal was completed on the Nakata Orchard property, coming over the purchase price at \$1.5 Million. The property closing date is August 30, 2024.

***Motion** to authorize Executive Director Jones to sign all closing documents and approve the final purchase price, to include closing costs, for the Nakata Orchard property; Gering, second by Crawford*

Resolution: Motion carried unanimously.

2. Customer Survey Results – Quarter 2

- a. Results were present to the Board. Comments on the results were discussed with the RiverCom Operations Group. Over all, the scoring is staying consistent.

3. Special Board Meeting – October 24, 2024

- a. Once property deed is in hand, RiverCom will move into pre-design with SHKS Architects. A timeline was present to the board. A special board meeting is scheduled for October 24, 2024 for preliminary design review.

G. MANAGER REPORTS

1. Administrative Services Manager

- a. Three (3) candidates in pre-employment for the October 1, 2024 Academy.
FREE Public Safety Testing on September 21, 2024, for our January 2025 Academy
Supervisor promotion application window closes August 21, 2024. One position is open.
RiverCom is hosting a first responder blood drive on November 22, 2024.
- b. Annual RiverCom Budget Workshop is September 4, 2024.

2. Operations Manager

- a. Telecommunicator Karen Bull received a life save on July 7, 2024.
- b. Travel Telecommunicator update was given. RiverCom currently has three (3) travelers who are finishing up training.

3. IT Manager

- a. The phone tree is live, there have been some issues but RiverCom is working with Solacom to fix the issues as they arise.
- b. Central Square, new phone vendor, engineers conducted an onsite meeting to kick off the project. Estimated equipment install to be December 2024 and go live March 2025.

4. Radio Systems Manager

- a. The subscriber equipment sustainment program is going well, but it is asked that anyone purchasing a new vehicle to contact RiverCom's radio department before putting into the field. There have been issues with the radio connecting in the new vehicles.
- b. Slide Ridge phase 2 contract has been signed. Hopeful to get the building installed before snow.
- c. Dam to Dam project is back to testing due to some manufacturer issues.

I. OTHER BUSINESS

1. Interlocal Cooperative Agreement (ICA) Update

At the June 12, 2024 Board meeting, it was voted to change the voting members from five (5) to seven (7). Each city and county were to take the final agreement to their legislative bodies for approval. Both Chelan and Douglas County approved the Interlocal Cooperative Agreement, and City of Wenatchee and City of East Wenatchee opposed it.

Heavy discussion took place with legal counsel about opposing options on the matter. Specifically comments on it being city vs county for votes. Nothing will get accomplished if voting is always 2-2.


The current voting member rotation is based on a 2018 Policy Statement that was never ratified by the four legislative bodies, and the 2007 ICA has opposing language. Therefore, the 5th voting member needs to be changed to a Sheriff based on the 2007 ICA language. The Ex-officio group will make that decision by the September Board Meeting.

It was decided to put the conversation on hold and have more time to review and plan for a workshop to be able to discuss the potential changes further. RiverCom will come back with updated drafts of the ICA as well as examples of other PSAP Board make-ups.

J. ADJOURNMENT

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

Minutes Respectfully Submitted,



Doug Jones, Executive Director
Secretary to the Board


9/18/24

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

Sherriff