

RIVERCOM 911
RIVERCOM ADMINISTRATIVE BOARD

Wednesday, September 18, 2024
Confluence Technology Center, 225 Technology Way, Wenatchee, WA 98801

MEETING MINUTES

ATTENDANCE:

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

Ex-Officio Members: Arnold Baker, Rick Johnson

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

Guest: Bob Siderius, *JDSA LAW*; Chief Brian Brett, *Wenatchee Valley Fire*

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; Sutton, second by Gering.

Resolution: Motion carried unanimously.

A. CONSENT AGENDA

1. RiverCom Administrative Board Minutes, August 21, 2024
2. RiverCom Special Board Meeting Minutes, September 4, 2024
3. Financial reports for the month ending August 31, 2024
4. Payroll for August 1-31, 2024, paid September 5, 2024
 - a. General Operating Account \$431,719.77
5. Accounts Payable in the amount of \$1,426,324.13 for payment on August 26, 2024
 - a. Capital Facility Reserve Account \$1,426,324.13
6. Accounts Payable in the amount of \$27,846.05 for payment on September 4, 2024
 - a. General Operating Account \$27,846.05
7. Accounts Payable in the amount of \$397,952.29 for payment on September 18, 2024
 - a. General Operating Account \$314,003.09
 - b. Capital Account \$ 8,777.68
 - c. Capital Facility Reserve Account \$ 775.00
 - d. Communications Tax Account \$ 74,396.52

Motion to approve the consent agenda, items 1-7; Gering, second by Sutton.

Resolution: Motion carried unanimously.

D. PUBLIC COMMENT

A presentation was given by Chief Brian Brett on behalf of Wenatchee Valley Fire Department, and the needs the fire agencies have but are not being met. Fire Departments as a whole are the third largest customer contributor for RiverCom 911, yet only receive one dedicated dispatcher to monitor their channels. Chief Brett continued to talk and discuss the large strategic and operational needs the fire departments need from RiverCom 911, to include potential safety issues and accurate data records. Recommendations were given to the RiverCom Administrative Board. This comes with the stance that there should be a Fire representative on the RiverCom Board, as this is an ongoing

discussion. These topics are less likely to be overlooked, if there is proper representation on the RiverCom voting panel.

E. EXECUTIVE DIRECTOR REPORT

Executive Director Jones reported on the following:

1. PSAP Update

- a. RiverCom officially owns property in East Wenatchee, WA. A company had been hired to mow the field and there is plan to do some neighborhood greeting. An informational presentation to the nearby retirement community is scheduled for October 2, 2024.
- b. SHKS Architects have provided the final cost proposal for the design phase, totaling \$4 Million. A final design meeting is currently schedule for November 12, 2024, with plan to present to the RiverCom Board at the November 13, 2024 meeting. The RiverCom Board was very concerned on the high cost of the project. Discussion took place.

***Motion** to approve the presented SHKS cost proposal for design; Crawford, second by none.
Resolution: Motion fails.*

RiverCom and SHKS have already put in a lot of time and work to prepare for design, starting over and going back out for bid would be a large set back on the project. Without a completed design and known construction cost, it will be hard to qualify for the 2025 State Capital Budget funding needed to build the new PSAP. Further discussion takes place.

***Motion** to approve the presented SHKS cost proposal for design; Poirier, second by Crawford.*

Both Commissioners would like to see other comparable costs for PSAP design.
Resolution: Motion fails, all opposed.

The Board asks for RiverCom Executive Director to get a consultant to review the cost analysis and see if it is comparable with other PSAP Architects, before giving authorization to sign the contract.

F. MANAGER REPORTS

1. Administrative Services Manager

- a. The originally planned Special Meeting for October 24, 2024 has been cancelled.
- b. Information Systems Technician job posting is open until October 4, 2024.
FREE Public Safety Testing on September 21, 2024, for our January 2025 Academy
Two (2) Trainees have graduated Academy and are now working with a CTO on the floor.
- c. RiverCom is hosting a first responder blood drive on November 22, 2024.
- d. Reminder last call for 2025 Budget meetings is October 11, 2024.

2. IT Manager

- a. The phone tree bugs have been resolved, and seems to be working well. There is still trouble for callers with blocked numbers, but the vendor is working on a solution.

3. Radio Systems Manager

- a. AVL equipment has arrived and is being installed.
- b. Dam to Dam project is a work in progress, there is a meeting upcoming.

I. EXECUTIVE SESSION – Discussion with legal counsel about potential litigation (RCW 42.30.110(1)(i))
Chairman Poirier took the meeting into executive session, not to exceed five (5) minutes at 10:40 a.m.

At 10:45 a.m. the meeting was called back into session; no formal actions taken.

J. WORKSHOP SESSION

1. Interlocal Cooperative Agreement (ICA)

RiverCom presented the Board with a timeline history of the ongoing ICA amendments, as well as examples of other PSAP Board make-ups, and five (5) options for a voting member make-up. Conversations and statements were made on each voting member option. A final decision will be made at the October 16, 2024 meeting.

K. ADJOURNMENT

With no further business the meeting was adjourned at 11:20 a.m.

Minutes Respectfully Submitted,




Doug Jones, Executive Director
Secretary to the Board

10/16/24

Date

RiverCom Administrative Board Members:



Mike Pomer, Chair, Mayor, City of Wenatchee



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



Tiffany Gering, Commissioner, Chelan County

Absent

Dan Sutton, Commissioner, Douglas County

Absent

Kevin Morris, Sheriff, Douglas County