

RIVERCOM 911  
**RIVERCOM ADMINISTRATIVE BOARD**

**Wednesday, December 18, 2024**  
EWPD, 50 Simon St SE, East Wenatchee, WA 98802

**MEETING MINUTES**

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ATTENDANCE:

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

Ex-Officio Members: Michael Morrison, Rick Johnson, Brian Pulse, Arnold Baker, Brian Pulse, Dave Fennell

RiverCom Staff: Doug Jones, Josh Humphrey, Jerry Corder, Mihkaela Overbay, Lori Beidler, Kayla Hodges, Brad Granger

A. CALL TO ORDER – Chairman Hornby called the meeting to order at 09:00 a.m.

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

***Motion** to approve agenda with changes; Crawford, second by Sutton.  
Resolution: Motion carried unanimously.*

D. CONSENT AGENDA

1. RiverCom Administrative Board Minutes, November 13, 2024
2. RiverCom Special Board Minutes, December 5, 2024
3. Financial reports for the month ending November 30, 2024
4. Payroll for November 1-30, 2024, paid December 5, 2024
  - a. General Operating Account \$530,802.43
5. Accounts Payable in the amount of \$2,000.00 for payment on November 20, 2024
  - a. General Operating Account \$ 2,000.00
6. Accounts Payable in the amount of \$9,181.05 for payment on December 4, 2024
  - a. General Operating Account \$ 8,474.00
7. Accounts Payable in the amount of \$452,367.43 for payment on December 18, 2024
  - a. General Operating Account \$ 52,075.65
  - b. Capital Account \$ 2,236.82
  - c. Capital Facility Reserve Account \$ 1,085.00
  - d. Communications Tax Account \$396,969.96

***Motion** to approve the consent agenda, items 1-7; Crawford, second by Sutton.  
Resolution: Motion carried unanimously.*

E. PUBLIC COMMENT – No Comments

F. MANAGER REPORTS

1. Administrative Services Manager
  - a. Staffing update was given to the board:

Four (4) Telecommunicator Trainees are on the floor training with a CTO. The next Academy will begin January 13, 2025 with three (3) Telecommunicators. There will be another free testing on January 4, 2025 to begin building a hiring list.

The Information Systems Technician will begin on January 6, 2025.

- b. The November 22, 2024 Blood Drive had 34 donations.
  - c. It has been decided that RiverCom will no longer be providing information to animal control effective December 17, 2024. Animal Control officers are not certified to have criminal justice database information.
2. IT Manager
- a. RiverCom continues to work with Central Square on the upcoming phone system change in 2025.
3. Radio Systems Manager
- a. Preventative maintenance is complete for 2024, with a couple outliers as they have new equipment incoming and have chosen to wait.
  - b. AVL equipment is installed, beta testing will occur over winter.
  - c. November 17, 2024 was the first Fire Subcommittee meeting to find ways RiverCom and the fire departments can work together to meet needs.
  - d. The 2025 shared funding increase to \$600,000 helped RiverCom approve \$593,083 of equipment for our user agencies. The users send thanks to the Board for approval of the increased allowance.

I. OTHER BUSINESS

1. Interlocal Cooperative Agreement

Three of the four legislature boards have voted and approved the amended agreement. City of Wenatchee is to vote in January. With the majority in support, the new voting board make up will take effect January 2025.

Dave Fennell will become the representative for the Fire Commissioners.

Discussion took place about language in section 7.01. New changes will need to be made to this section and will be sent to the Board for review. Once agreed upon, the agreement will need to be re-adopted and signed by all entities.

2. Election of the 2025 Board Chair and Chair Pro Tem

Commissioner Gering announced that incoming Commissioner Hawkins is potentially taking her place on the RiverCom Board for 2025.

*Motion to elect Michael Morrison as Chair for the calendar year of 2025; Crawford, second by Sutton*

*Resolution: Motion Carried Unanimously*

*Motion to elect Dave Fennell as Chair Pro Tem for the calendar year of 2025; Sutton, second by Crawford*

*Resolution: Motion Carried Unanimously*

J. EXECUTIVE SESSION – To discuss public employee

Chairman Poirier took the meeting into executive session, not to exceed ten (10) minutes at 09:20 a.m.

At 09:30 a.m. the meeting was extended for five (5) minutes.

At 09:35 a.m. the meeting was extended for five (5) minutes.

At 09:40 a.m. the meeting was called back into session; no formal actions taken

K. ADJOURNMENT

With no further business the meeting was adjourned at 09:41 a.m.

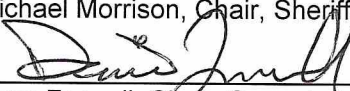
Minutes Respectfully Submitted,


  
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Doug Jones, Executive Director  
Secretary to the Board

1/15/25  
\_\_\_\_\_  
Date


**RiverCom Administrative Board Members:**


  
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Michael Morrison, Chair, Sheriff, Chelan County

  
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Dave Fennell, Chair, Commissioner, Wenatchee Valley Fire

  
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Mike Poirier, Mayor, City of Wenatchee

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

  
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Brad Hawkins, Commissioner, Chelan County

  
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Dan Sutton, Commissioner, Douglas County