

RIVERCOM 911
RIVERCOM ADMINISTRATIVE BOARD

Wednesday, January 15, 2025
EWPD, 50 Simon St SE, East Wenatchee, WA 98802

MEETING MINUTES

ATTENDANCE:

Board Members: Michael Morrison (Chair), Dave Fennell (Chair Pro Tem), Dan Sutton, Jerrilea Crawford, Mike Poirier, Brad Hawkins

Ex-Officio Members: Edgar Reinfeld, Rick Johnson, Brian Pulse, Andy Davidson, Brian Pulse, Kevin Morris

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

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

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

***Motion** to approve agenda with addition of an Executive Session to discuss performance of a public employee; Crawford, second by Sutton.*

Resolution: Motion carried unanimously.

D. CONSENT AGENDA

1. RiverCom Administrative Board Minutes, December 18, 2024
2. Financial reports for the month ending December 31, 2024
3. Payroll for December 1-31, 2024, paid January 3, 2025
 - a. General Operating Account \$454,369.03
4. Accounts Payable in the amount of \$9,981.85 for payment on January 8, 2025
 - a. General Operating Account \$ 9,981.85
5. **2024** Accounts Payable in the amount of \$452,171.57 for payment on January 15, 2025
 - a. General Operating Account \$ 44,782.28
 - b. Capital Facility Reserve Account \$104,747.53
 - c. Communications Tax Account \$302,641.76
6. **2025** Accounts Payable in the amount of \$239,913.67 for payment on January 15, 2025
 - d. General Operating Account \$174,625.53
 - e. Capital Account \$ 15,151.00
 - f. Communications Tax Account \$ 50,137.14

***Motion** to approve the consent agenda, items 1-6; Poirier, second by Hawkins.*

Resolution: Motion carried unanimously.

E. PUBLIC COMMENT – No Comments

F. EXECUTIVE DIRECTOR REPORT

1. PSAP Update

- a. A PowerPoint presentation and PSAP update was given for the new Board members. RiverCom continues to work on the design and continues to refine costs. A new cost estimate was given to the Board, with RiverCom's project manager Rob Gross in attendance. Together they will continue to work with the architects until a final plan is achieved.

Commissioner Sutton recommended that both RiverCom and the Board make sure there aren't any cornered being cut, and all needs are met with this build.

- b. A legislative engagement timeline was presented, as RiverCom intended to seek both State and Federal funding for the new building. Commissioner Hawkins expressed his concern that RiverCom's application may interfere with Chelan County's upcoming State Funding requests, suggesting RiverCom also speak with representatives of the 7th District. Commissioner Hawkins stated that RiverCom seeking state funding comes as a surprise to the Chelan County Commissioners, despite Chelan County having proper representation on the RiverCom board.

2. Fire Support Update

- a. A fire sub-committee meeting is set bi-monthly, to continue working on the three (3) year sustainment plan with the fire departments. Topics discussed at the recent meeting were TAC channel monitoring, data improvement and radio coverage.

3. Interlocal Cooperation Agreement – RiverCom Data Hosting Rev. 2024

- a. The final version of the update agreement was presented to the board. The agreement has been reviewed but all four legislative legal teams, each law enforcement agency and their records departments.

***Motion** to approve the Data Hosting Interlocal Cooperation Agreement as presented; Fennell, second by Crawford.*

Final ask that it has been reviewed and approved by legal and Chiefs/Sheriffs was confirmed.

Resolution: Motion carried unanimously.

G. MANAGER REPORTS

1. Administrative Services Manager

- a. Staffing update was given to the board:

One (1) Trainee has been signed off and is working on her own, two (2) Telecommunicator Trainees are on the floor training with a CTO. The Academy began January 13, 2025 with three (3) Telecommunicators.

Telecommunicator Kathy Corulli retired January 3, 2025.

The new Information Systems Technician began on January 6, 2025.

The January 4, 2025 public safety testing had a great turn out of 13 testers, with seven (7) passing candidates to be moved forward.

2. IT Manager

- a. RiverCom continues to work with Central Square on the upcoming phone system change, the current timeline is April-June 2025.

I. OTHER BUSINESS

1. Interlocal Cooperative Agreement

Changes discussed at the December 18, 2025 board meeting have been made, as well as some other minor grammar updates. The final draft was presented to the board.

Commissioner Hawkins brought up concerns with the ICA; such as, clarity of a quorum language, section 4.13 and section 4.07, item 5. Discussion took place.

Motion to change section 4.13 to be more clarifying; Morrison, second by none.
Resolution: motion dies.

Motion to approve the following changes to the ICA: 4.01, 4.07 item 5, 4.13 requiring 4 members to pass a vote, and update 2024 to 2025 amendment; Crawford, second Sutton.

Mayor Poirier and Commissioner Hawkins prefer to see a final draft of changes before passing.

Resolution: motion fails with a 2-4 vote.

With the failed motion, changes will be made and sent to RiverCom's legal to review. The final will be presented at the February 19, 2025 meeting.

2. 2025 Staffing Incentives

A presentation of current staffing levels of telecommunicator and supervisors was given. Discussion took place on training.

The ask from RiverCom is to renew the retention bonus from 2024, which includes a bonus in June 2025 and December 2025, extend the traveler contract through the end of 2025, and create and on-call pay program.

Mayor Crawford asked if RiverCom has looked into what other PSAP's are doing with staffing shortages, and Chief Johnson asked if RiverCom has considered moving from 10-hour shift to 12-hour shifts. Further discussion took place on 12-hours shifts.

By consensus of the Board, it was directed that RiverCom immediately seek the change to 12-hour shifts to alleviate overtime and before "throwing money" at the staffing problem.

Motion for RiverCom to move to 12 hour shifts immediately and approve a \$2,500 December Retention Bonus, On-call Program and extension of the Travel Telecommunicator contract through December; Sutton, second Crawford.

Resolution: Motion carried unanimously.

J. EXECUTIVE SESSION – To discuss public employee

Chairman Morrison took the meeting into executive session, not to exceed fifteen (15) minutes at 11:39 a.m.

At 11:55 a.m. the meeting was extended for five (5) minutes.

At 12:00 p.m. the meeting was called back into session; no formal actions taken

K. ADJOURNMENT

With no further business the meeting was adjourned at 12:00 p.m.

Minutes Respectfully Submitted,



Doug Jones, Executive Director
Secretary to the Board

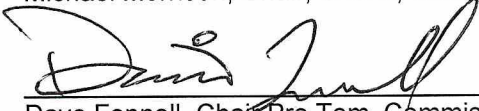


Date

RiverCom Administrative Board Members:



Michael Morrison, Chair, Sheriff, Chelan County

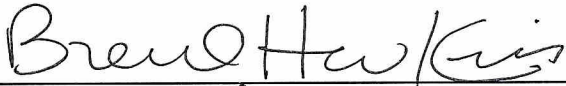


Dave Fennell, Chair Pro Tem, Commissioner, Wenatchee Valley Fire

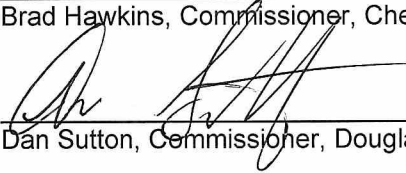


Mike Poirier, Mayor, City of Wenatchee

Jerrilea Crawford, Mayor, City of East Wenatchee



Brad Hawkins, Commissioner, Chelan County



Dan Sutton, Commissioner, Douglas County