

RIVERCOM ADMINISTRATIVE BOARD

MEETING MINUTES



Wednesday, January 21, 2026

EWPD; 50 Simon St SE, East Wenatchee, WA 98802

ATTENDANCE:

Board Members: Dave Fennell (Chair), Shon Smith, alternate (Chair Pro Tem), Michael Morrison, Jose Cuevas (alternate for Poirier), Brad Hawkins (via Zoom)

Ex-Officio Members: Arnold Baker, Rick Johnson, Brian Pulse, Tyler Gaille

Member Alternate: Mick Lamar, Andy Davidson

RiverCom Staff: Doug Jones, Rob Gross, Mihkaela Overbay, Kayla Hodges

A. CALL TO ORDER – Chair Pro Tem Fennell called the meeting to order at 9:00 AM.

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

Motion to approve agenda; Morrison, second by Smith.

Resolution: Motion carried unanimously.

D. CONSENT AGENDA

1. RiverCom Administrative Board Minutes, December 17, 2025
2. Financial reports for the month ending December 31, 2025
3. Payroll for December 1-31, 2025, paid January 5, 2026
 - a. General Operating Account \$451,385.63
4. Accounts Payable in the amount of \$60,578.34 for payment on January 7, 2026
 - a. General Operating Account \$ 60,578.34
5. **2025** Accounts Payable in the amount of \$229,921.63 for payment on January 21, 2026
 - a. General Operating Account \$ 43,086.15
 - b. Capital Account \$ 45,218.75
 - c. Capital Facility Reserve \$ 245.00
 - d. Communications Tax Account \$141,371.76
6. **2026** Accounts Payable in the amount of \$263,286.97 for payment on January 21, 2026
 - a. General Operating Account \$220,433.12
 - b. Communications Tax Account \$ 42,853.85

Motion to approve the consent agenda, items 1-6; Morrison, second by Smith.

Resolution: Motion carried unanimously, with date change to minutes.

E. PUBLIC COMMENT – None

F. BOARD DISCUSSION

1. Commissioner Hawkins mentioned his recent radio appearance and proactively pushing the RiverCom Sales Tax for support.

G. COMMITTEE REPORTS

1. Consultant Liz Loomis gave her political and public opinion surrounding the ballot measure, she is confident that RiverCom is not in jeopardy to fail. RiverCom mailers and voter ballots will be mailed by January 23, 2026.
 - a. Upcoming community meetings and presentations were discussed. RiverCom also encouraged our partner agencies to continue to share the message on social media.

Liz Loomis concluded with her thanks and appreciate to the RiverCom Board and RiverCom staff for making this a smooth project.

H. EXECUTIVE DIRECTOR REPORT

1. PSAP Update

- a. RiverCom receive four (4) responses to the RFP for Architect and Engineering. MJ Neal Associates was awarded the project. RiverCom is currently finalizing the contract.

Motion to authorize RiverCom Executive Director to sign the contract/agreement with MJ Neal Associates after final review and approval from legal counsel; Smith, second be Morrison.

Resolution: Motion carried unanimously

- b. RiverCom still had a funding gap of \$2.3 Million to complete the PSAP project. RiverCom will seek State Funding, applications are due January 27, 2026. Discussion took place.
- c. RiverCom received no bids for the landscaping and snow removal RFP.

2. Phone System Update

- a. In October 2025, RiverCom changed phone systems to Central Square. This was a joint purchase with a consortium. The phone system has been unsuitable thus far, with ongoing issues. Discussion took place.

3. AI Phone Software Update

- a. Contract has been signed with Aurelian. RiverCom is working to get connections set-up and working before setting dated for training and implementation.

I. RIVERCOM STAFFING REPORT

Update was given on staffing numbers, recruitment and hiring status:

- Three (3) Telecommunicators in academy
- One (1) Telecommunicator Trainee has been signed off, effective January 21, 2026.
- Two (2) candidates in pre-employment for March Academy.
- Change in organizational chart structure.
- Part-time Training Assistant position to remain vacant and Operations Manager vacancy is under review.

J. MANAGER REPORTS

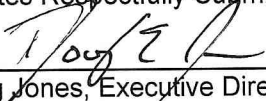
Written manager reports were given to the board on recent updates and projects.

1. Discussion policy completion timelines and upcoming union negotiation dates.
2. Discussion took place on annual review process for Executive Director.

K. ADJOURNMENT

With no further business the meeting was adjourned at 10:18 a.m.

Minutes Respectfully Submitted,

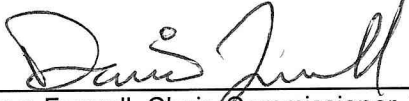


Doug Jones, Executive Director
Secretary to the Board

2/18/26

Date

RiverCom Administrative Board Members:



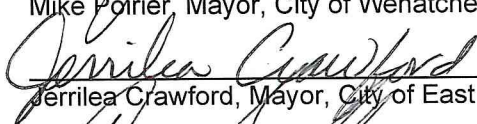
Dave Fennell, Chair, Commissioner, Wenatchee Valley Fire/Douglas County



Brad Hawkins, Chair Pro Tem, Commissioner, Chelan County



Mike Poirier, Mayor, City of Wenatchee



Jerrilea Crawford, Mayor, City of East Wenatchee



Dan Sutton, Commissioner, Douglas County

Michael Morrison, Sheriff, Chelan County

