RIVERCOM ADMINISTRATIVE BOARD
MEETING MINUTES

Wednesday, June 17, 2026
EWPD; 50 Simon St SE, East Wenatchee, WA 98802

RIVERCOM 911
LAW – FIRE – EMS

ATTENDANCE:

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

Ex-Officio Members: Rick Johnson, Brian Pulse, Andrew Davidson

RiverCom Staff: Doug Jones, Rob Huss, Mihkaela Baker, Kayla Hodges

RiverCom Guest: Rob Gross, *Project Manager, OAC,*

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

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

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

D. CONSENT AGENDA

1. RiverCom Administrative Board Minutes, May 20, 2026
2. Financial reports for the month ending May 31, 2026
3. Payroll for May 1-31, paid June 5, 2026
   a. General Operating Account $449,109.95
4. Accounts Payable in the amount of $10,750.00 for payment on June 3, 2026
   a. General Operating Account $ 10,750.00
5. Accounts Payable in the amount of $526,666.15 for payment on June 18, 2026
   a. General Operating Account $ 47,898.13
   b. Capital Account $269,523.14
   c. Capital Facility Reserve $147,643.70
   d. Communications Tax Account $ 61,601.18

***Motion** to approve the consent agenda with the exception of Item 2, items 1-5; Crawford, second by Hawkins.*

Year to date and remaining balance columns in financial report are not accurately calculating. Those corrections are to be fixed by the next meeting.

Resolution: Motion carried unanimously.

E. PUBLIC COMMENT – None

F. BOARD DISCUSSION

Chairman Fennell announced the resignation of Fire Commissioner Mick Lamar. No appointment has been made at this time.

Commissioner Hawkins noted he has accepted a teaching position that may conflict with future meetings, and may request a new meeting time in the future.

G. EXECUTIVE DIRECTOR REPORT

1. PSAP Update
    a. Update presented to the board. All permits were submitted to the City of Wenatchee on June 1, 2026. Discussion of upcoming bid and proposal solicitations and timelines.
2. Strategic Plan
    a. After meeting with each division, the 2026-2030 Strategic and Sustainment plan is complete.
3. EMS Council recognized RiverCom Telecommunicator Scott Heneghen as Dispatcher of the Year for their annual awards.
4. Preparation and testing underway for 4th of July.

H. RIVERCOM STAFFING REPORT

Update was given on staffing numbers, recruitment and hiring status. Three (3) Telecommunicators began Academy on June 1, 2026.

The Operations Manager position has been advertised and closes on June 25, 2026.

Discussion took place on adding a recruiter to staff, RiverCom does not believe this is necessary at this time.

I. MANAGER REPORTS

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

J. ADJOURNMENT

With no further business the meeting was adjourned at 09:47 a.m. and entered into Closed Session to discuss collective bargaining per RCW 42.30.140 (4)(a).

Closed session ended at 10:18 a.m. with no action taken.

Minutes Respectfully Submitted,

Doug Jones, Executive Director
Secretary to the Board

7/22/26
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