RIVERCOM ADMINISTRATIVE BOARD
MEETING MINUTES

Wednesday, July 22, 2026
EWPD; 50 Simon St SE, East Wenatchee, WA 98802

RIVERCOM 911
LAW – FIRE – EMS

ATTENDANCE:

Board Members: Dave Fennell (Chair), Shon Smith (Alternate Chair Pro Tem), Mike Poirier, Jerrilea Crawford, Michael Morrison, Dan Sutton

Ex-Officio Members: Brian Pulse, Andrew Davidson, Tyler Caille, Arnold Baker, Edgar Reinfeld

RiverCom Staff: Doug Jones, Rob Huss, Kayla Hodges

RiverCom Guest: John Minder, *Project Manager, OAC,*

A. CALL TO ORDER –Chairman Fennell called the meeting to order at 8:30 AM.

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

One addition by Executive Director Jones for Executive Director Report, Item 5. Negotiation Update.

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

D. CONSENT AGENDA

1. RiverCom Administrative Board Minutes, June 17, 2026
2. Financial reports for the month ending June 30, 2026
3. Payroll for June 1-30, paid July 2, 2026
   a. General Operating Account $453,848.76
4. Accounts Payable in the amount of $594,750.96 for payment on July 22, 2026
   a. General Operating Account $125,980.30
   b. Capital Account $312,081.26
   c. Capital Facility Reserve $ 65,841.48
   d. Communications Tax Account $ 90,847.92

Motion *to approve the consent agenda, items 1-4; Morrison, second by Crawford.*
Resolution: Motion carried unanimously.

E. PUBLIC COMMENT – None

F. BOARD DISCUSSION

1. With the retirement of Chief Arnold Baker, NCW Chiefs Association have designated the new representative as Andy Davidson. His alternate will be Mike Williams.

   Fire Commissioner Mark Donnell will replace Mick Lamar, as the alternate for Commissioner Fennell.
2. Commissioner Sutton thanked all who were involved for the work on the Chelan Hills Fire, and sends his condolences to RiverCom's Radio Manager Josh Humphrey who lost his house in the fire.
3. Commissioner Shon Smith asked if conversations have begun about an Icicle Ridge repeater project.

G. EXECUTIVE DIRECTOR REPORT

1. PSAP Update
    a. Update presented to the board. Project is on budget to date.
2. RFP Wireless Communications Tower
    a. RiverCom received three (3) bids, after evaluations Day Wireless has been awarded the bid.
3. RFB Construction and Remodel of PSAP
    a. Currently soliciting bids from contractors. Walk through will be July 22, 2026, and the bid opening date will be August 5, 2026.
4. The phone system is still not at full functionality; there is a hold on payment for the annual maintenance and project completion until a fully functional product is delivered. Further discussion took place.
5. The Teamsters Union collective bargaining agreement went to vote, but failed. A meeting for August 5, 2026 had been scheduled for re-negotiation.

H. RIVERCOM OPERATIONS REPORT

1. 4th of July review was given to the board.
2. Update was given on staffing numbers, recruitment and hiring status. One (1) provisional employee returned to full-time on July 1, 2026, but two (2) telecommunicators have resigned due to personal reasons (1 fully trained, 1 trainee).

    Four (4) candidates are in the pre-employment phase for the September 2026 academy.

    The Operations Manager position has two (2) candidates moving forward to final interviews on July 22, 2026.

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 09:08 a.m.

Minutes Respectfully Submitted,

Doug Jones, Executive Director
Secretary to the Board

8/25/26
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