

Thurston 911 Communications
Administration Board Meeting Minutes
Wednesday, September 1, 2021 @ 3:30 P.M.

Meeting was held via teleconference call.

Members Present:

Administration Board:

Lenny Greenstein – Chair, City of Lacey, Councilmember
Leatta Dalhoff – Vice-Chair, City of Tumwater, Councilmember
Melissa Gamble – Lacey Fire District #3, Fire Commissioner
Meredith Hutchins – Thurston County Fire Commissioners Association
Gary Edwards – Thurston County Board of County Commissioners
Renata Rollins – City of Olympia, Councilmember

TCOMM staff:

Keith Flewelling – Executive Director
Wendy Hill – Deputy Director
Carla Mai – Financial Manager
Aaron Moe – Human Resources Manager
Bre Skaggs – Administrative Assistant
Jeff Myers – General Counsel

Call to Order

Chair L. Greenstein called the meeting to order at 3:30 p.m.

Approval of Agenda/Consent Agenda & Minutes

M/S/C approval of the July 7, 2021 agenda/consent agenda. (G. Edwards/L. Dahlhoff)
M/S/C approval of July 7, 2021, Admin Board meeting minutes (L. Dahlhoff/G. Edwards)

Correspondence – None

Public Testimony – None

Financial Reports: C. Mai provided the latest financial reports.

Executive Director Report: K. Flewelling stated the TCERN project schedule is at risk due to the shelter inspections by the State of Washington being backlogged from the pandemic by 6 months. The inspections are required before the shelters can be built/shipped and the contractors are working on all they can at the sites in the absence of the shelters. A change management process will be in place shortly for Fleet mapping to limit any unintended consequences. Microwave backhaul infrastructure work begins on September 13th. Other updates included the NG911 Consortium continues to work with Solacom to make the necessary changes so that high demand events do not overwhelm the phone system and the KXXO (3 Cities, Inc.) site lease agreement has been executed and back payment plans will be worked out.

Old Business

None.

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New Business

Resolution 2021-16 authorizing a 2021 Budget Amendment Effective August 4, 2021, the payment terms of Motorola Solutions, Inc Contract PA #24721 Change Order #002 includes a payment of 35% upon shipment of equipment, totaling \$382,900. M/S/C (L. Dahlhoff/M. Hutchins)

Meeting adjourned: With no further business or good of the order, the Board meeting adjourned at 4:00 pm.

Next meeting: Joint Admin/Ops September 29, 2021 @ 3:30 pm