

Thurston 911 Communications
Administration Board Meeting Minutes
Wednesday, March 6, 2024 @ 3:30 P.M.

This was a hybrid meeting both in person and via Zoom.

Members Present:

Administration Board

Lenny Greenstein – Chair, City of Lacey, Councilmember
Leatta Dahlhoff – Vice-Chair, City of Tumwater, Councilmember
Meredith Hutchins – Thurston County Fire Commissioners Association, Fire Commissioner
Gary Edwards – Thurston County Board of County Commissioners, County Commissioner
Clark Gilman – City of Olympia, Councilmember
Sylvia Roberts – Lacey Fire District #3, Fire Commissioner
Tracey Wood – City of Yelm, Councilmember
Dave Pearsall – Undersheriff, Thurston County Sheriff's Office

TCOMM staff

Wendy Hill – Executive Director
Jonica Elkins – Deputy Director
Aaron Moe – Human Resources Manager
Andrea Gould – Operations Supervisor
Jeff Myers – General Counsel
Bre Skaggs – Admin Assistant

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 March 6, 2024 agenda/consent agenda with one agenda item amended: #9 removal of the Resolution and amend to Phone System Update. **M/S/C (G. Edwards/D. Pearsall)**

M/S/C approval of February 7, 2024 Administration Board meeting minutes. **M/S/C (G. Edwards/S. Roberts)**

Correspondence – None

Public Testimony – None

Employee of the Year – Andrea Gould was honored by the Administration Board as the 2023 TCOMM Employee of the Year.

Financial Reports – W. Hill provided the latest financial reports.

Executive Director's Report – W. Hill reviewed the Executive Director report with the Board. Highlights include:

Site Work - The TCERN cutover target date is now tentatively set for July 15th. That date is dependent on site permits being issued for both Fire Station 82 as well as DuPont. The Fire Station 82 permit has been submitted with the County and is in the review process. There is no estimate yet as to when permit center staff think it might be done. DuPont is proceeding through the last two channels of approval, both of which have 30 days each to review and sign off. The Lease

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Coordinator at JBLM has been providing updates about that process and has also reached out to the Army Corps of Engineers to see if site work can begin prior to approval.

Subscriber Equipment - The true up order has been received and Radio Systems staff are in the process of deployment. After the radios are programmed they will be distributed to the agencies.

Interoperability – We are currently having ongoing discussions with Pierce County, the City of Tacoma, Washington State Patrol, and others. Non-member agencies will be contacted in the coming weeks to determine what they want their involvement to be on the new system, and that will determine what the fee is for those agencies.

Training – Dispatchers completed their training on P25 consoles the last week of February. User agencies are still continuing to train their employees.

Staffing - We are in the process of recruiting for the next Telecommunicator Academy in April. Oral boards were held last week with 29 interviews. Twelve of the 29 are moving forward to the Directors interviews this Friday. Active recruitment for both the IT and Radio Systems positions are on-going.

Legislative Update - SHB 2311 for First Responder Wellness & Peer Support which directs CJTC to convene task force on First Responder wellness has passed and is currently with the Governor for signature. SB 5808, Interest Arbitration for Telecommunicators, has also passed and will go to the Governor's desk. Two bills that died are SHB 2245 – Co-Response Services & Training and SHB 2258 – Regional 911 Funding.

Old Business

Phone System Update – W. Hill stated the Consortium decided on a vendor but wants to do a little more research to make sure it's the best decision. This includes reaching out to a few more agencies that have that same phone system for reference checks.

New Business

2024 Proposed Admin Board Schedule Confirmation – The Administration Board confirmed the proposed 2024 meeting schedule with one change moving the January 2025 meeting to the following week due to the New Year Holiday. **M/S/C (D. Pearsall/M. Hutchins)**

2023 Annual Report – The Board was provided the 2023 Annual Report for review and there were no changes or objections. A discussion took place and it was determined to make the Annual Reports digital with hardcopies on demand only. Reports will be published on the TCOMM website.

Election of Administration Board Officers - L. Greenstein called for nominations for the Chair and Vice-Chair for the 2024-2025 term, as the Bylaws require the elections to be held at the TCOMM Annual Meeting.

L. Greenstein nominated L. Dahlhoff for Vice-Chair. There were no other nominations. M/S/C to appoint L. Dahlhoff as Vice-Chair of the Administration Board for 2024-2025. (G. Edwards)

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L. Dahlhoff nominated L. Greenstein for Chair. There were no other nominations. M/S/C to appoint L. Greenstein as Chair of the Administration Board for 2024-2025. (G. Edwards)

Meeting adjourned: With no further business or good of the order, the Board meeting adjourned at 3:47 pm.

Next meeting: April 3, 2024 at 3:30 pm