

Thurston 911 Communications
Administration Board Meeting Minutes
Wednesday, March 5, 2025 @ 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
Angela Jefferson, City of Tumwater, Councilmember
Sylvia Roberts – Lacey Fire District #3, Fire Commissioner
Tracey Wood – City of Yelm, Councilmember
Clark Gilman – City of Olympia, Councilmember
Meredith Hutchins – Thurston County Fire Commissioners Association, Fire Commissioner
Derek Sanders – Thurston County Sheriff's Office, Sheriff

TCOMM staff

Wendy Hill – Executive Director
Jonnica Elkins – Deputy Director
Aaron Moe – Human Resources Manager
Carla Mai – Finance Manager
Jeff Myers – General Counsel
Teaka Dahlstrom – Payroll and Benefit Specialist
Bre Skaggs – Admin Assistant

Guests:

Ruben Mancillas – Thurston County Sheriff's Office

Call to Order

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

Approval of Agenda/Consent Agenda & Minutes

Approval of the March 5, 2025 agenda/consent agenda **M/S/C (T. Wood/C. Gilman)**
Approval of February 5, 2025 Administration Board minutes. **M/S/C (T. Wood/S. Roberts)**

Correspondence – None

Public Testimony – None

Financial Reports – C. Mai provided the latest financial reports and introduced TCOMM's new Payroll and Benefits Specialist, T. Dahlstrom.

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

TCERN – Site work is almost complete at Fire Station 82. Motorola is working with JBLM and the Army Corps to get approval for construction at the DuPont site. VHF overlay is in progress and should be operational by the end of March. Interoperability discussions continue with Pierce County as well as non-member agencies requesting to be on TCERN. The finalization for the Emer button procedures is in process with Fire/EMS agencies and TCOMM staff.

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Phone System Replacement – Central Square is working on the three-node geo-diverse phone system making sure it is fully tested prior to cutover, which should be at least one month before July 4th. If by June 1st they're not ready to cutover, the date will be moved until after fire season.

Staffing – The second academy of 2025 is scheduled to start March 17th. There are four new hires at this time. HR is also screening applications for the third academy which takes place in May.

Legislative Update – HB 1258 is currently in Rules and may stay there as the City of Spokane and SREC, their 911 center, are trying to resolve their local differences. The other bill, ESSB 5004, is updating the emergency response plans in schools to include a panic or alert button. PSAPS are now included in the planning portion of the bill after asking for an amendment.

Old Business

None.

New Business

2025 Proposed Admin Board Schedule Confirmation – The Administration Board confirmed the proposed 2025 meeting schedule with no changes. **M/S/C (t. Wood/D. Sanders)**

Election of Administration Board Officers - L. Greenstein called for nominations for the Chair and Vice-Chair for the 2025-2026 term, as the Bylaws require the elections to be held at the TCOMM Annual Meeting.

D. Sanders 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 2025-2026.

D. Sanders nominated L. Greenstein for Chair. There were no other nominations. A supermajority vote was needed and passed appointing L. Greenstein as Chair of the Administration Board for 2025-2026.

TCOMM Bylaws – L. Greenstein asked the Board for volunteers to review the bylaws as they haven't been updated in several years. Board members L. Greenstein, C. Gilman, and T. Wood volunteered to be on the Bylaws Committee.

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

Next meeting: April 2, 2025 at 3:30 pm