

Thurston 911 Communications
Administration Board Meeting Minutes
Wednesday, June 4, 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
Leatta Dahlhoff- Vice-Chair, City of Tumwater, Councilmember
Derek Sanders - Thurston County Sheriff's Office, Sheriff
Melissa Gamble – 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

TCOMM staff

Jonnica Elkins – Deputy Director
Aaron Moe – Human Resources Manager
Carla Mai – Finance Manager
Jeff Myers – General Counsel
Lisa Goss - Telecommunicator
Bre Skaggs – Admin Assistant

Guests:

Ruben Mancillas – Thurston County Sheriff's Office, Undersheriff
Brian Hurley – TCOMM Operation Board, Chair

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 June 4, 2025 agenda/consent agenda **M/S/C (T. Wood/C. Gilman)**
Approval of May 7, 2025 Administration Board minutes. **M/S/C (T. Wood/M. Hutchins)**

Correspondence – None

Public Testimony – None

2024 Employee of the Year – Lisa Goss was honored by the Administration Board as the 2024 TCOMM Employee of the Year.

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

Executive Director's Report – J. Elkins reviewed the Executive Director report with the Board. Highlights include:

TCERN – No status changes with the JBLM site. With most of the change requests received, Radio Services is set to make those software changes to the backbone of the system and are expected to roll out in late summer. In the process of providing more secure WIFI terminals, these terminals will allow users to program radios with more locations across the County.

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Phone System Replacement – A new project manager was recently assigned. Preparing for a cutover for the first week of November, with training the last week of October.

Staffing – The third academy of 2025 is almost complete with five new dispatchers. Recruitment for the Radio Site Technician and Operations Training Supervisor are on-going.

Monthly Call Volume – Calls are continuing to trend in the same direction. More 911 calls this month than the same time last year. Calls are more complex and involve more research. Board members requested a deeper dive into the data to better understand the types of calls coming in.

Old Business

Bylaws – C. Mai stated a super majority vote to amend the bylaws occurred at the last meeting. In addition to the vote, a resolution needs to be passed.

Resolution 2025-03 to adopt the amended bylaws as presented and amended on May 7, 2025. M/S/C (L. Dahlhoff/T. Wood)

New Business

2026 Budget Subcommittee Volunteers – C. Mai requested three volunteers from the Administration Board for the 2026 Budget Subcommittee. Meetings are typically held 1-2 times and will begin in September. L. Greenstein, T. Wood, and D. Sanders volunteered to participate.

Labor Negotiations Subcommittee Volunteers – A. Moe requested three volunteers from the Administration Board for the Labor Negotiations Subcommittee. Meetings are typically held 1-2 times and will begin in July. L. Dahlhoff, C. Gilman, and D. Sanders volunteered to participate.

Meeting adjourned: With no further business or good of the order, the Board meeting adjourned at 3:48 pm.

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