

RIVERCOM ADMINISTRATIVE BOARD MEETING
Wenatchee City Council Chambers, Wenatchee, Washington
Wednesday, April 9, 2008

Board Present: Chairman Mayor Johnson, City of Wenatchee; Dane Keane, Douglas County Commissioner; Keith Goehner, Chelan County Commissioner; Dave Bremmer for Wayne Barnhart, Councilmember City of East Wenatchee; and Sgt. Jim Brown, Wenatchee Police Dept.

Ex-Officio Members Present: Keith Vradenburg, Mayor City of Entiat; Chief Dennis Ashmore, CCFD#7; Sheriff Harvey Gjesdal, Douglas County;

Present: Millie Tirapelle, Wendy Perry, Denise King, Jerry Corder, Jackie Jones, Jessica Babbitt, Jeremiah Johnson, Karen Bull, Kay McKellar, RiverCom; Merle Root and Doug Hall Day Wireless.

Chairman Johnson called the meeting to order at 9:00 a.m.

Approval of the Meeting Agenda: By consensus the meeting agenda was approved.

Approval of the Minutes: Commissioner Keane made a motion to approve the March 12, 2008 minutes as presented. Commissioner Goehner seconded the motion and it passed unanimously.

Board Chairman's Report: No report at this time.

Director's Report:

Staffing Update: Director Tirapelle advised that Monica Miller will be returning to RiverCom. Monica moved from the area last year to Oklahoma and has returned. Director Tirapelle stated that with Monica returning RiverCom will be over staffed by one (1) with approval to over hire by two (2).

Director Tirapelle advised that we have received two applications so far for the Communications Technician opening vacated by Trevor Brandt. Applications will be accepted until April 18, 2008.

Radio System Funding Update: Director Tirapelle advised that she and Jackie Jones, Operations Manager, met with Chelan County Commissioners regarding the radio system funding letter. The Commissioners recommendation was for RiverCom to partner with the Crisis and Mental Health group who are also seeking funding from a 1/10th of 1% sales tax. Commissioner Goehner advised that the Commissioners hope for a positive response from the voting citizens for the shared revenue stream.

Radio Systems Grant: Director Tirapelle stated that Chief Baker has re-submitted for a Homeland Security Fire Grant in the amount of \$943,000. RiverCom would be required to match \$188,000 if this grant is awarded. Discussion was held regarding the grant application and review process.

NOAA Grant: Director Tirapelle stated that Mike Dingle from Douglas County Emergency Management will be submitting a grant for \$50,000 for a NOAA radio for the Palisades area and Moses Stool. RiverCom had agreed to maintain the NOAA radio if Douglas County purchased the equipment. Director Tirapelle advised that Chelan County Emergency Management is also considering submitting an application. \$200,000 is available through the grant process.

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Pro QA: Director Tirapelle advised the State 911 Office reimbursed for Spillman ProQA interface in the 2007 budget. In the 2008 budget, the ProQA software will be reimbursable through the call taker training category. Director Tirapelle advised that the ProQA interface and software will automate the EMD cards allowing the dispatchers to type the responses from the caller into the computer thus giving the responder updated information on the way to the scene.

Telecommunicator Week: Director Tirapelle advised that next week is the official Telecommunicator Week, however RiverCom is celebrating this week due to scheduling issues. Today, RiverCom will be recognizing the staff with lunch and an awards ceremony at 3:00 p.m. 10 year service awards will be given to Molly Elliott, Dana Vivian and Misty Viebrock. The award for critical incident will go to Trisha Stender, outstanding job performance to Dee Gutierrez and a special life saving award to Renea Miller.

Law, Fire and EMS certificates for the positive support of RiverCom will be given to Janet Middleton from Chelan County Sheriff's Office, Chief Arnold Baker from CCFD#5 and Karl Jonasson from Lake Chelan EMS.

Administrative Service Manager Report: Wendy Perry reviewed the current budget, advising that RiverCom has expended 22% of the current budget which is under budget by 2%.

Jackie Jones introduced two new employees that are currently in the 7th training academy; Jessica Babbitt and Jeremiah Johnson.

Voucher Approval: Vouchers presented for approval; Capital vouchers in the amount of \$12,062.95. M&O vouchers in the amount of \$39,993.90 for a total of \$52,056.85. Payroll for March 2008 including overtime, shift differential, benefits and taxes in the amount of \$192,202.35 was submitted for approval also.

Action: Commissioner Keane made a motion to accept vouchers and payroll as presented. Commissioner Goehner seconded the motion and it passed unanimously.

User Group Update: Sgt. Brown advised that the RiverCom User Group cancelled their meeting this month, therefore, no report at this time.

Executive Session: 9:30 a.m. Commissioner Goehner made a motion to adjourn into Executive Session, not to exceed 40 minutes, for the purpose of discussing labor contract negotiations.

Regular session resumed at 10:12 a.m.

Good of the Order: No report at this time.

Adjournment: This regularly scheduled meeting adjourned at 10:12 a.m.

RiverCom Administrative Board Members:

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Board Chairman Dennis Johnson

Commissioner Dane Keane

Commissioner Keith Goehner

Councilmember Dave Bremmer for Wayne Barnhart

Sgt. Jim Brown

MOTIONS:

Commissioner Keane made a motion to approve
Vouchers and payroll as presented.

PASSED

STAFF ASSIGNMENTS:

Contact the Crisis and Mental Health Group regarding partnering on the 1/10th of 1% public safety tax.

Request the Fire Chief's Association to voice their concerns to Congress and US Senators regarding the lack of Homeland Security grants being awarded to rural counties for interoperability.