

RIVERCOM ADMINISTRATIVE BOARD MEETING
Wenatchee City Council Chambers, Wenatchee, Washington
Wednesday, August 13, 2008

Board Members Present: Chairman Dennis Johnson, City of Wenatchee Mayor; Wayne Barnhart, City of East Wenatchee Councilmember; and, Jim Brown, Wenatchee Police Department Support and Technical Services Manager.

Ex-Officio Members Present: Chief Tom Robbins, Wenatchee Police Department; Joshua Phillips, EMS; Chief Dennis Ashmore, CCFD #7; Mayor Keith Vradenburg, City of Entiat; Sheriff Mike Harum, Chelan County; Sheriff Harvey Gjesdal, Douglas County.

Present: Millie Tirapelle, Wendy Perry, Jerry Corder, Kay McKellar, Karen Bull, Jackie Jones, Monica Miller, RiverCom; Merle Root, Doug Hall, DAY Wireless Systems.

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

Introductions: The Board and members of the public introduced themselves.

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

Approval of the Minutes:

The minutes for the July 9, 2008 meeting of the Board were reviewed by the members.

***Motion:* Jim Brown made a motion to approve the July 9, 2008 minutes as presented. Commissioner Keith Goehner seconded the motion. The motion passed unanimously.**

Board Chairman's Report:

Chairman Johnson asked for flexibility in the agenda in order to adjourn to Executive Session to discuss Labor Negotiations upon the arrival of legal counsel.

Director's Report:

Director Tirapelle gave an update on the repeater sites:

Keystone: Nine interested parties (RiverCom, PUD, and CCFD #8) traveled to Keystone with DNR Natural Areas Manager Jennifer Zarnoch to evaluate the proposed mitigation project. Director Tirapelle is hopeful the report will be completed soon and work at the site can be completed before snow fall. RiverCom currently holds a fully executed Agreement with DNR to cut-in the safety trail. Should there be any delay in the proposed project RiverCom will at least proceed with the trail. The Board concurred with that course of action.

Blag: Approval by the Forest Service has been granted to proceed with the tower project. The tower has been ordered. Road grading has been arranged; excavation, pouring of the cement pad and construction of the tower will be scheduled though the vendor.

Director Tirapelle advised that a tower climbing safety training class has been scheduled on September 12th, 13th and 14th for Jerry Corder, John Fleckenstein and Ron Kuch.

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Director Tirapelle advised that Patti VonBargen, the director of WHITCOM, has been hospitalized as a result of injuries sustained in an auto-pedestrian accident while attending the National APCO Conference in Kansas City. RiverCom Operations Manager Jackie Jones and Emergency Services Dispatcher (Dispatcher of the Year) Dee Gutierrez also attended the conference and felt it was a great learning opportunity.

Director Tirapelle advised that RiverCom will host the State 911 Public Education Forum in Wenatchee on August 29th.

Director Tirapelle reported that the meeting to discuss fire response plans for the common response areas between Douglas, Grant and Okanogan counties has been postponed. The purpose of the meeting was to obtain the correct boundaries for all agencies involved.

Director Tirapelle advised that an after-action meeting has been set for August 28th at 1000 hours in the DCFD#2 conference room. The purpose of the meeting is to review the joint operations which occurred during the recent Douglas County fires. Jackie Jones will present a report on behalf of RiverCom.

Director Tirapelle expressed her appreciation to Entiat Mayor Keith Vradenburg for his efforts on the Keystone project. Mayor Vradenburg thanked the RiverCom staff as well.

Executive Session:

RiverCom legal counsel, Stan Bastian, arrived at the meeting. The agenda was modified to accommodate his schedule.

Motion: Keith Goehner moved and Jim Brown seconded the motion to adjourn into Executive Session for ten minutes for the purpose of discussing on-going labor contract negotiations. The motion passed.

The Board requested a ten minute extension that was granted.

The regularly scheduled RiverCom Administrative Board Meeting reconvened at 9:32 a.m.

Administrative Service Managers Report:

ASM Wendy Perry provided a personnel update: Ross Kellogg has been deployed to Iraq and Andrea King is leaving for college. Andrea's last day will be August 17th. Chairman Johnson inquired as to the status of the Administrative Assistant position. ASM Perry advised that a total of forty five applications were received, and the top eight candidates were interviewed. The top candidate is currently going through the background process.

Budget:

Wendy Perry presented the 2008 budget summary. She advised that the General (M & O) Fund is currently at 52%, and capital investments at 25%.

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Approval of Vouchers and Payroll:

The Capitol Vouchers in the amount of \$ \$76.46 and M & O vouchers in the amount of \$50,245.59 were reviewed by Jim Brown and recommended to the Board for approval. Payroll for July 2008 including overtime, shift differential, benefits and taxes in the amount \$196,185.74 was also submitted for approval.

***Motion:* Jim Brown moved to accept the vouchers and payroll as presented. Keith Goehner seconded the motion. The motion carried unanimously.**

User Group Update:

Sgt. Jim Brown advised that the User Group discussed a process for funding Capital Improvements. Director Tirapelle will check with other agencies regarding methods for funding. Sgt. Brown advised that the members discussed pursuing a 1/10th of 1 percent sales tax. Director Tirapelle will check with the Chelan County Commissioners regarding the potential of putting this measure on the ballot. She will ascertain if other commitments have been made and/or the feasibility of partnering with Mental Health on a ballot measure.

Chairman Johnson suggested that RiverCom speak with Douglas County about these issues. A 1/10th of 1 percent would support radio infrastructure for all agencies. If this measure is to be placed on the ballot the cost of getting the measure on the ballot would need to be budgeted. Councilmember Barnhart advised there is never a good time to place an issue on the ballot.

Good of the Order:

Director Tirapelle advised that several serious situations occurred this past month involving our members. These included a traumatic injury to Chief Ashmore's grandson and the sudden death of Dean McLean, a Mansfield- Coulee City Firefighter. Chief Ashmore reported that the service for Dean was well attended. He advised that firefighters from Leavenworth, Wenatchee and Mansfield polished the old truck for the service. Several area firefighters also attended the service for Dan Packer, Pierce County firefighter who died while assisting on the California fires.

Adjournment: This regularly scheduled meeting adjourned at 9:56 a.m.

The next meeting of the RiverCom Administrative Board is set for September 10, 2008 at 9:00 a.m. in the Wenatchee City Council Chambers.

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RiverCom Administrative Board Members:

Board Chairman Dennis Johnson

Commissioner Dane Keane

Commissioner Keith Goehner

Councilmember Wayne Barnhart

Sgt. Jim Brown

Motions:

Jim Brown made a motion to approve the July 9, 2008 minutes as presented. Commissioner Keith Goehner seconded the motion. The motion passed unanimously.

Keith Goehner moved and Jim Brown seconded the motion to adjourn into Executive Session for ten minutes for the purpose of discussing on-going labor contract negotiations. The motion passed.

Jim Brown moved to accept the vouchers and payroll as presented. Keith Goehner seconded the motion. The motion carried unanimously.

Staff Assignments:

Director Tirapelle will report on 1/10th of 1% data at the next meeting.