

RIVERCOM ADMINISTRATIVE BOARD MEETING
East Wenatchee City Council Chambers, East Wenatchee, Washington
Wednesday, February 4, 2009

Board Present: Dale Snyder, Douglas County Commissioner; Wayne Barnhart, East Wenatchee Councilmember; Phil Mosher, CCFD-1 User Group Representative; Don Gurnard, City of Wenatchee Councilmember (for Mayor Dennis Johnson).

Ex-Officio Members Present: Sheriff Mike Harum, CCSO; Mayor Keith Vradenburg, City of Entiat.

Present: Sgt. Jim Brown, WPD; Millie Tirapelle, Wendy Perry, Susan Nova, Karen Bull, Monica Miller, RiverCom; Donna Lee Moore, Cashmere citizen.

Vice Chairman Snyder called the meeting to order at 9 a.m.

Introductions: Members and attendees were introduced. Vice Chairman Snyder said that Commissioner Goehner was ill today and he would be filling-in as Chair.

Approval of the Meeting Agenda: The agenda was reviewed by the Board. Wayne Barnhart moved to approve the agenda; seconded by Don Gurnard and approved unanimously.

Motion: Wayne Barnhart's motion to approve the agenda was seconded by Don Gurnard and approved unanimously.

Approval of the Minutes: The minutes for January 7, 2009 were reviewed by the Board. Phil Mosher moved to approve the minutes; seconded by Don Gurnard and approved unanimously.

Motion: Phil Mosher's motion to approve the January 7, 2009 minutes was seconded by Don Gurnard and approved unanimously.

Voucher and Payroll Approval: Phil Mosher reviewed the January vouchers for the board. Wayne Barnhart moved to approve the January vouchers and payroll; seconded by Don Gurnard and approved unanimously.

Motion: Wayne Barnhart's motion to approve the January vouchers and payroll was seconded by Don Gurnard and approved unanimously.

Board Chairman's Report:

Grievance Update:

Vice Chairman Snyder reported that at the last RiverCom Board meeting the members upheld Director Tirapelle's decision. Director Tirapelle added that correspondence has been received from the Guild advising they would like to proceed to PERC arbitration.

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Director's Report

1/10th of One Percent Draft – At the January meeting the Board requested that Director Tirapelle make the following modifications to the Funding Agreement: 1) remove the reference to “salary assistance”; 2) remove the reference to “reducing user agency costs”; and, 3) add language to clarify that the joint ballot measure must pass in both counties before it will be enacted by either County. Director Tirapelle said the reference to “operations” includes salaries. After the January Administrative Board meeting, Commissioner Goehner discussed the draft with the Chelan County Commissioners and they felt that a sunset clause was needed.

Phil Mosher reported that the User Group is not in favor of a sunset clause; they would prefer a built-in re-evaluation date. In the first draft there was a line that said that after the capital improvement projects were completed the Commissioners would take a look at whether or not they needed to continue the tax. The User Group considered that a quasi-sunset clause. However, the User Group would agree with the sunset clause if that would be what it takes to get the measure on the ballot.

Wayne Barnhart said it might have a better chance to pass with the sunset clause included. The public wants to know that the capital improvements will be paid for by a certain date. Commissioner Snyder agreed. After talking with the Douglas County Board of Commissioners on Monday he is doubtful it will pass without a sunset clause. Sgt. Brown recommended adding a specific end date to the revised draft.

After a brief discussion, the Board decided to table any decision regarding the draft Agreement until next month when Commissioner Goehner and Mayor Johnson will be in attendance.

ASM Job Description – Director Tirapelle advised about the requested modifications to the job description to the Board and received concurrence by all members. The requirement for a four year degree was changed to progressive experience. Wayne Barnhart motioned to approve the changes to the job description, seconded by Don Gurnard and approved unanimously.

Motion: Wayne Barnhart's motion to approve the ASM job description was seconded by Don Gurnard and approved unanimously.

RiverCom Statistics - The Board has requested that RiverCom keep track of transactions that are currently not billable. An Excel spreadsheet is being prepared delineating the tasks performed by RiverCom on behalf of the User entities. The Board will use this information for budgeting decisions and may revisit the billing procedure. Director Tirapelle presented a bar graph showing how traffic stops have increased from 2006 to 2008 and a graph of the change in phone messages for our law enforcement agencies. At least five transactions that are currently not billable are generated as a result of every traffic stop.

911 Bill Update – The 911 Bill 0466 will be dropped today. Some of the telephone companies are not willing to support the bill. The Bill calls for a local excise tax rate increase of \$0.50 to \$0.90 in the first year and up to three steps following that over the next biennium. It also calls

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for an increase in the State excise tax from \$0.20 to \$.0.25. The telephone companies do not want anything that will raise taxes to their customers as they feel it will make them less competitive. Nevertheless, the change to one pay-point which is also included in the Bill would result in a significant cost savings to the telephone companies. The Republican caucus will not be supporting the bill.

Commissioner Snyder questioned the rationale that the tax will make the telephone companies less competitive when all telephone companies will have the same tax rate increase.

Director Tirapelle said that the telephone companies feel that if the bottom line increases, their customers will start shopping around for another provider. The 911 tax bill currently in place provides for salary assistance for one call-taker position (5.5 employees) in each county. Over the years, the State has broadened salary assistance to include a percentage of salaries for the County Coordinators (2), Training Coordinators (2), MSAG Coordinators (2), Public Education Coordinators(2) and IT Support Personnel (1) which amounts to total salary assistance of approximately \$800,000 annually for RiverCom. The telephone companies feel that the 911 agencies should pay for these salaries out of local funds, not telephone taxes.

Administrative Services Manager Report

Budget Update - Wendy Perry reported that voucher approval amount for the Capital Projects Fund is \$7,141.78 and the M&O vouchers total \$22,788.42. Payroll, including overtime benefits and shift differential, is \$202,952.48. The General Fund Total for FY08 was 95.15% expended. Capital Projects came in at 97.42% with a total for both funds of 95.40% expended. Because RiverCom is on a cash basis, the vouchers approved at this meeting are not yet posted on the FY09 January financial statement. The payroll amounts that will be presented to employees tomorrow are posted. The 2009 General Fund total is 5.86% and Capital is 0.23% for a total of 5.40% expended.

Staffing Update – A new Emergency Service Dispatcher will be starting next week; RiverCom will be fully staffed at 37 employees. The ASM position was posted internally and we received one application. The position will be posted in the Wenatchee World newspaper and online this week. Interviews will be scheduled on February 27, 2009. The interview panel will consist of Karen Goodwin, Chief Accountant for Douglas County and Skip Moore, Chief Deputy Auditor for Chelan County along with the three Division Managers from RiverCom. The target hiring date is mid-April or early May.

Wayne Barnhart questioned if a dispatcher was hired and didn't meet the one-year probationary period, would he/she be able to return to their previous position. Wendy Perry said that the contract has that provision for supervisory positions but not the ASM position, so that would be up to the Director. Director Tirapelle said she would discuss re-instatement with the employee and the Guild prior to offering the job to an internal employee.

User Group Update: Phil Mosher said that he took the Board's decision to retain the transport ex-officio position back to the User Group. The transport group will discuss whether or not they want to fill that position. There was a discussion about the actual function of the User

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Group and that it was more of an “operations” group. It was decided the RiverCom User Group would change their name to the RiverCom Operation Group (ROG).

Good of the Order:

Donna Lee Moore from Cashmere asked to speak to the Board. While she was in California she saw an article in the Santa Cruz Sentinel. A prominent insurance company was suing the County of Santa Cruz because they had not adequately maintained the roadside vegetation and that contributed to a fire jumping the road and causing more damage.

Director Tirapelle said “welcome letters” were sent out to the two new Fire Chiefs on behalf of the Board. Mike Burnett is the new Chief at CCFD#1, and has been elected by the North Central Fire Chief’s Association as their Ex-Officio representative to the Board. Chief Burnett will be moving to Wenatchee from Hillsboro, Oregon on March 2, 2009.

Phil Mosher moved to adjourn. The motion was seconded by Wayne Barnhart and approved unanimously.

Motion: Phil Mosher’s motion to adjourn was seconded by Wayne Barnhart and approved unanimously.

Adjournment: The regularly scheduled meeting adjourned at 9:35 a.m.

RiverCom Administrative Board Members:

Commissioner Keith Goehner, Chairman

Commissioner Dale Snyder, Vice Chairman

Mayor Dennis Johnson

Councilmember Wayne Barnhart

Phil Mosher, Representing the Operations Group

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Motions:

Motion: Wayne Barnhart's motion to approve the agenda was seconded by Don Gurnard and approved unanimously.

Motion: Phil Mosher's motion to approve the January 7, 2009 minutes was seconded by Don Gurnard and approved unanimously.

Motion: Wayne Barnhart's motion to approve the January vouchers and payroll was seconded by Don Gurnard and approved unanimously.

Motion: Wayne Barnhart's motion to approve the ASM job description was seconded by Don Gurnard and approved unanimously.

Motion: Phil Mosher's motion to adjourn was seconded by Wayne Barnhart and approved unanimously.

Staff Assignments:

The RiverCom Board advised Director Tirapelle to revise the 1/10th of One Percent Draft Resolution and Funding Agreement to include a sunset clause date.