

RIVERCOM ADMINISTRATIVE BOARD MEETING
Wenatchee City Council Chambers, Wenatchee, Washington
Wednesday, March 11, 2009

Administrative Board Present: Dale Snyder, Douglas County Commissioner; Wayne Barnhart, East Wenatchee Councilmember; Phil Mosher, CCFD-1 Operation Group Representative; Dennis Johnson, Mayor, City of Wenatchee; Keith Goehner, Chelan County Commissioner.

Ex-Officio Members Present: Joshua Phillips, CCFD-3; Sheriff Harvey Gjesdal, DCSO; Keith Vradenburg, Mayor, City of Entiat; Mike Burnett, CCFD-1.

Present: Randy Johnson, CCFD-1; Jim Brown, WPD; Merle Root, Day Wireless; Doug Hall, Day Wireless, Greg Meinzer, CCSO; Millie Tirapelle, Wendy Perry, Susan Nova, Dennis Keppner, Monica Miller, Jason Ayers, RiverCom; Hugh Theiler, citizen.

Chairman Goehner called the meeting to order at 9 a.m. and lead the pledge of allegiance.

Introductions: Members and attendees were introduced.

Approval of the Meeting Agenda: The agenda was reviewed by the Administrative Board. There were no additions or corrections.

Approval of the Minutes: The minutes for February 4, 2009 were reviewed by the Administrative Board. Wayne Barnhart moved to approve the minutes; seconded by Phil Mosher and approved unanimously.

Voucher and Payroll Approval: Phil Mosher reviewed the February vouchers on behalf of the Administrative Board and recommended adoption. Phil Mosher moved to approve the vouchers and payroll; seconded by Wayne Barnhart and approved unanimously.

Board Chairman's Report:

Mayor Johnson reviewed Director Tirapelle's job performance for 2008, and said that she continues to meet or exceed the Administrative Board's expectations. He noted that she did an excellent job of maintaining internal morale at RiverCom during contract negotiations.

Commissioner Goehner noted that Director Tirapelle received the employee negotiated COLA increase in January and as of February 1, 2009 is also eligible for a merit increase of 2.4%. An increase would place Director Tirapelle at the top of the capped pay range. In future years, Director Tirapelle would only be eligible for COLA adjustments. Mayor Johnson motioned to advance the 2.4% increase for Director Tirapelle, with an effective date of February 1st. Phil Mosher seconded the motion. Under discussion, Councilman Barnhart expressed reservation about granting merit increases in this economic climate. Mayor Johnson noted it is important to keep pace with the market in order to keep qualified people; the budget was set a year ago and we are on target. Motion was approved unanimously.

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Director's Report

Site Updates – RiverCom is currently working on internal projects, as many of the remote sites are unavailable due to weather conditions. Due to the fact that RiverCom is experiencing commercial interference on the unlicensed microwave to Lower Badger Mountain, Jerry Corder will be transitioning the site to licensed microwave. There are sufficient funds in the budget from projects that will be moved to next year to fund the \$7,455.00 expenditure.

Telephone providers were unable to meet the State 911 Program deadline to implement the phone system upgrades planned for by the State and RiverCom in this year's State E911 budget period, which ends on June 30th. Director Tirapelle complimented Jerry Corder for saving the State funding by quickly pulling together the needed documentation to transfer the \$86,000 in State reimbursements from the phone system to the CAD (Computer Aided Dispatch) server upgrade.

WA State 911 Funding – The 911 Bill has passed through the House Finance Committee and is currently in Ways and Means. We should know by Thursday whether or not the Bill has a possibility of being carried forward. Although the Kimball study showed that PSAPs (Public Safety Answering Points) need \$1.69 in tax funding to fully support the current level of 911 service, the Bill has been pared down considerably. Director Tirapelle referred to a chart showing that a \$.70 local wireline and wireless tax would yield a net increase of \$243,064 for Chelan and Douglas Counties. The 911 WAC will have to be modified to allow counties to manage the increased funds. Both Chelan and Douglas County Commissioners will need to adopt new local tax ordinances at \$.70 per access line. Without the new ordinances, RiverCom will not qualify for any statewide services money or State and local 911 funding reimbursements which collectively would amount to \$1,738,000 annually. The provisions of the Bill would be enacted January 1, 2010 and would affect the 2010-2011 county contracts. There is no sunset on the tax.

Chelan/Douglas County 1/10th of One Percent Funding Agreement – The Board tabled this item at the last meeting, as Mayor Johnson and Commissioner Goehner were not present. Director Tirapelle said that once the Administrative Board comes to a consensus as to the language for the Funding Agreement, she will present it to the councils, commissions and others in the community for comment. The new document contains the changes that the Board requested at the January meeting including: 1) removal of the reference to "salary assistance"; 2) removal of the reference to "reducing user agency costs"; 3) addition of language to clarify that the ballot measure must pass in both counties before it will be enacted by either county; and 4) the addition of a sunset clause of 2020.

There was a brief discussion at the last meeting that the first two bullets on the second page should be modified. Director Tirapelle suggested that it could say that the funds would be used for capital improvements and disbursed at the discretion of the Administrative Board.

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There was concern about whether the NG911 Viper phone system would be an upgrade (M&O) or replacement (Capital). After discussion by the Administrative Board, it was decided that they would change the language to the RiverCom capital improvement fund and the Board would then define the fund to clarify what will be included.

Director Tirapelle will modify the document and email it to the Administrative Board for editing. The document must be ready to go 90 days prior to the August 2009 ballot and we will need a few months to inform the public. Director Tirapelle will contact the Prosecutors of both counties about the ballot language. The Administrative Board will schedule a workshop to define the improvement fund. Director Tirapelle will list the types of expenditures that would qualify under each fund as a starting point.

Administrative Services Manager Report

Budget Update - Wendy Perry reported the voucher approval amount for Capital Projects is \$46.87 and the M&O vouchers are \$32,387.62 for a total of \$32,434.49. Payroll, including overtime, benefits and shift differential is \$208,177.31. The General Fund Total is 12.5%; Capital is 3.6% for a combined total of 11.77%.

Staffing Update – Ron Kuch, one of our two Communication Technicians has resigned to accept a position with his previous employer. We are fully staffed with 29 Emergency Service Dispatchers. One employee is serving in Iraq. 90% of our staff is fully cross-trained on all four of the law frequencies we handle.

Director Tirapelle said RiverCom accepted 49 applications for the position of Administrative Services Manager. The top 7 applicants have been interviewed; an additional 4 more applicants will be interviewed on March 20th. Chairman Goehner agreed to be on the short-list final interview panel.

Operation Group Update: Phil Mosher said he had nothing further.

Good of the Order: Commissioner Goehner recognized Randy Johnson for his service to RiverCom 911, the Administrative Board and Chelan County, in his tenure as the Chief of Fire District #1. He also welcomed the new Chief at Chelan County Fire District #1 and Administrative Board Ex-Officio member, Mike Burnett.

Councilman Barnhart moved to adjourn. The motion was seconded by Commissioner Snyder and approved unanimously.

Adjournment: The regularly scheduled meeting adjourned at 10:00 a.m.

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RiverCom Administrative Board Members:

Chelan County Commissioner Keith Goehner, Chairman

Douglas County Commissioner Dale Snyder, Vice Chairman

Wenatchee Mayor Dennis Johnson

East Wenatchee Councilmember Wayne Barnhart

Phil Mosher, CCFD1, Representing the Operations Group

Motions:

Motion: Wayne Barnhart's motion to approve the February 4, 2009 minutes was seconded by Phil Mosher and approved unanimously.

Motion: Phil Mosher's motion to approve the vouchers and payroll was seconded by Wayne Barnhart and approved unanimously.

Motion: Mayor Johnson's motion to approve the 2.4% merit increase was seconded by Phil Mosher and approved unanimously.

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

Staff Assignments:

The RiverCom Board advised Director Tirapelle to revise the 1/10th of One Percent Draft Funding Agreement to specify that the funds would be used for capital improvements and disbursed at the discretion of the Board according to a defined list of projects and equipment.

Next Administrative Board meeting: Wednesday, April 8th, 2009 at 9:00 a.m., at Wenatchee City Hall Council Chambers.