



MINUTES – June 23, 2022 - 7:30 AM
BENTON COUNTY EMERGENCY SERVICES EXECUTIVE BOARD
REGULAR MEETING
City of Richland Council Chambers ~ 625 Swift Blvd
Richland, WA 99352

Call to Order

The meeting was called to order at 7:30 a.m. by Chair Jon Amundson.

Attendance

Members

Jerome Delvin <i>(remote)</i>	Benton County (2 votes)
Keith Johnson	Franklin County (2 Votes)
Marie Mosley	City of Kennewick (2 Votes)
Bob Gear <i>(arrived prior to adjournment)</i>	City of Pasco (2 Votes)
Jon Amundson	City of Richland (2 Votes)
Dave Giles <i>(remote)</i>	City of Prosser (1 Vote)
Brent Gerry	City of West Richland (1 Vote)
Bill Reed	City of Benton City (1 Vote)
Ron Duncan	Benton County Fire Districts (1 Vote)

Absent

Duane Szendre	Benton PUD (1 Vote, Microwave Only)
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Also Present Richland Police Chief, Brigit Clary; Richland Assistant City Manager/BCES Director, Drew Florence; SECOMM Manager, Kim Lettrick; SECOMM Manager, Gwen Stanley; BCEM Manager, Deanna Davis; IS Manager, Doug deGraaf; Accounting Specialist, Jordan George; Administrative Assistant/Board Secretary, Carole Cimrhakl

Other Attendees Franklin County Sheriff, Jim Raymond; Benton County Undersheriff, Jon Law *(remote)*; City of Richland Accountant, Jeanne Portch

Approval of Agenda

MARIE MOSLEY MOVED AND KEITH JOHNSON SECONDED THE MOTION TO APPROVE THE AGENDA. ALL WERE IN FAVOR. MOTION CARRIED 12-0.

Public Comments

There were no public comments.

Approval of Consent Calendar

- I. Minutes – Jon Amundson
Approve the Minutes of the Benton County Emergency Services Executive Board Regular Meeting held May 26, 2022.

BRENT GERRY MOVED AND MARIE MOSLEY SECONDED THE MOTION TO APPROVE THE CONSENT CALENDAR. ALL WERE IN FAVOR. MOTION CARRIED 12-0.

Director's Report

2. Manager's Report – Drew Florence, Richland Assistant City Manager/BCES Director
SECOMM currently has 14.5 positions open. Five have received and accepted conditional offers and are awaiting final physical, psychological and backgrounds to complete the hiring process. Three additional prospects are in progress.

Text-To-911 will have a soft start on August 2, 2022. Texting will be rolled-out to the public on September 11, 2022. Staff identified an issue with android phones in that location information is not received. This issue, originally thought to be limited to our implementation was discovered to be statewide. Testing continues.

Communications Supervisor Aimee Fournier-Plante has been selected to represent Eastern Washington on the Washington State Public Safety Telecommunicator Certification Board.

Communications Supervisor Gwen Stanley has been promoted to Communications Manager. She will work closely with SECOMM staff. Communications Manager Kim Lettrick will continue to oversee administrative tasks. Duties are still being solidified.

The Board was briefed on recent vandalism and theft from our communications sites. Fencing was cut and radio frequency antenna's ground copper busbar and grounding antennas were stolen. A report has been filed with Benton County. Repairs have since been made.

Items of Business

Benton County Emergency Services (BCES)

3. Furniture and Computer for BCES Executive Director – Approval

KEITH JOHNSON MOVED AND BRENT GERRY SECONDED THE MOTION TO APPROVE THE RECOMMENDED PURCHASE OF FURNITURE AND EQUIPMENT FOR THE BCES EXECUTIVE DIRECTOR'S OFFICE USING SECOMM FUND BALANCE IN THE AMOUNT OF \$7,036. ALL WERE IN FAVOR. MOTION CARRIED 12-0.

Benton County Emergency Management (BCEM)

Southeast Communications Center (SECOMM)

800MHz System

4. Battery Replacements at Prosser Butte – Approval

MARIE MOSLEY MOVED AND JON AMUNDSON SECONDED THE MOTION TO APPROVE THE BATTERY REPLACEMENT PROJECT AT PROSSER BUTTE USING \$25,871 FROM THE 800MHz FUND BALANCE AND AUTHORIZE STAFF TO MAKE THE NECESSARY BUDGET ADJUSTMENTS. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

Benton County Microwave System

Discussion Items

Announcements

The next Benton County Emergency Services Executive Board Meeting is scheduled on July 28, 2022, at 7:30 a.m. at the City of Richland Council Chambers.

Adjournment

The meeting was adjourned at 7:42 a.m.

APPROVED:



Jon Amundson, BCES Executive Board Chair

Date Approved: 07/28/2022

ATTEST:



Carole Cimrhakl, BCES Board Secretary

Date Published: August 23, 2022