



AGENDA

Topic: 2022-12-13 JeffCom911 Board Special Meeting
12:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84806849781?pwd=ZFFqWGtSTSt3NzJjWnl2RFRHbVRPdZ09>

Meeting ID: 848 0684 9781

Passcode: 911

One tap mobile`

+12532158782,,89627844371#,,,,*892038# US (Tacoma)

If you experience problems call Lisa at (360)302-6455 .

Administrative Meeting

12:00 PM

December 13, 2022

- I. Call to Order
- II. Roll Call
- III. Public Comment – Up to 20 Minutes - *This is an optional time period dedicated to listening to the public. We want to hear your ideas or concerns. To ensure equal opportunity for the public to comment, all comments shall be limited to three minutes per person and each person may address the Board one time during the public comment period. Please start by stating your name and address.*

Individuals may participate during the Public Comment Period using the following methods:

- Video – Refer to meeting instructions above
 - Audio only – Refer to meeting instructions above
 - Email – rdepas@jcpsn.us (Comments received here will be added to the correspondence log)
 - In-person – Not an option at this time.
- IV. Agenda - Additions, changes, and Approval
 - V. Approval of minutes:
 - A. Board Meeting Minutes for November 17, 2022
 - B. Special Meeting Minutes for November 22, 2022

JeffCom911 Board Meeting Agenda December 13, 2022

- VI. Approval of Payments:
- A. November 2022
- i. Account 671 – 1st Security \$ 201,782.88
- \$200,000.00 Withdrawal to cover Payroll/EFTs
 - \$ 541.00 Payroll Benefit paid
 - \$ 1,241.88 Claims (Bills) paid
- ii. Account 3 – First Federal Savings \$ 135,470.91
- \$129,954.87 Payroll/Benefits paid
 - \$ 5,516.04 Claims (Bills) paid
- VII. Director’s Report – Rich DePas
- VIII. User Agency Report: Limited to 10 min per agency/speaker
- IX. Old Business
- A. Port of Port Townsend’s Radio Service Request: Update
- B. Records Specialist ILA Revision/Position: Update
- C. Review of Jeffcom 911 ILA: Update
- D. Dispatch on Demand Program/Contract: Update
- E. Reevaluate Office Manager Position to Finance Director, Contract, Compensation, and retro pay
- F. Reevaluate Rich DePas Employment Contract
- X. New Business
- A. Election of 2023 Board Members
- B. Establish 2023 Meeting dates **PROPOSED**
- | | |
|------------------|--------------------|
| i. February 23rd | vii. August 31st |
| ii. March 23rd | viii. September 28 |
| iii. April 27th | ix. October 26 |
| iv. May 25th | x. November 16th |
| v. June 22nd | xi. December 14th |
| vi. July 27th | xii. January 25th |
- C. Appoint second authorized signer for checks, and bank authorization
- D. Responsibility to whom, for Director Recruitment
- XI. Executive Session –
- A. Executive Session - RCW 42.30.110 (1)(g) to review the qualifications of an applicant for public employment or to review the performance of a public employee.
- XII. Suggestions for next or future agenda, regular meeting and/or executive session.
- XIII. Good of the Order
- XIV. Adjourn

Next meeting: January 26th, 2022

9:00 am – 11:00 am