



JeffCom911 Board – Special Meeting

via Zoom

February 2, 2023

Members/Alternate Members Seated:

Bret Black, Chiefs' Association Alternate
Greg Brotherton, Jefferson County Commissioner
Pete Brummel, Chiefs' Association
Steve Craig, Fire Commissioner
Art Frank, Fire Commissioner Alternate
Tim McKern, Chair, Fire Chief, FD#2
Thomas Olson, City of PT Chief
Andy Pernsteiner, Co-Chair Undersheriff

Other Attendees:

Rich DePas, IT Systems Manager
Melanie Hundley, Public
Lisa Johnson, JeffCom911 Office Manager

Members/Alternate Members Absent or excused:

Mark McCauley, Jefferson Co, Alternate
John Mauro, City of PT Alternate
Joe Nole, Sheriff JCSO, Sheriff Office Alternate

- I. Call to Order – Andy Pernsteiner called the meeting to order at 9:00 am
- II. Roll Call
- III. Public Comment – None Received -
- IV. Old Business ** To Be discussed in Executive Session
 - A. Reevaluate Office Manager Position to Finance Director, Contract, Compensation, and retro pay **To Be discussed in Exec session**
 - B. Reevaluate Rich DePas Employment Contract - **To Be discussed in Exec session**
 - C. Review Executive Director Posting and Pay
 - i. Greg Brotherton made a motion to authorize Andy to post the Job posting for the Executive Director position, pending legal review.
 - ii. Brett Black seconded, and the motion was passed.
- V. Executive Session –
 - A. Andy Pernsteiner stated intent to move into Executive session to discuss the performance of a public employees, and to review the two contracts in old business.

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.

Executive Session established for 20 minutes.

Start time: 9:09 am

End Time: 9:29 am

Extended: 9:30 am

End Time: 9:45 am

Session ended with no action taken.

Andy Pernsteiner made a motion to reclassify Lisa Johnson from Office Manager to Finance Manager, and increase her hourly wage to \$34.62/hour, retroactive to August 1, 2022. We will revisit her contract prior to 2024, to discuss future pay increases.

Greg Brotherton seconded, and the motion was passed.

Andy will draft a contract for Lisa next week. Andy will meet with Rich after this meeting.

Steve Craig asked for Lisa's contract to be sent to the board.

- VI. Suggestions for next or future agenda, regular meeting and/or executive session. None
- VII. Good of the Order
- VIII. Adjourn

Steve Craig requested a motion to adjourn the meeting.
Brett Black seconded, and the Meeting was adjourned at 10:31 am.

Next meeting: February 23, 2022

9:00 am – 11:00 am

JEFFCOM Administrative Board Member

JEFFCOM Administrative Board Member

Date

Date