

JEFFCOM

911 COMMUNICATIONS

Jeffcom 911 Board Meeting
Zoom Meeting

October 26, 2023

Members/Alternate Members Seated:

Greg Brotherton, Jefferson County Commissioner
Steve Craig, Fire Commissioner
Tim McKern, Fire Chiefs' Association, Alternate
Thomas Olson, Vice-Chair City of PT Chief
Joe Nole, Sheriff JCSO, Alternate
Andy Pernsteiner, Chair, JCSO Undersheriff

Other Attendees:

Rich DePas, Jeffcom System IT Manager
Jenny Dyste, Jeffcom Records Specialist
Lisa Johnson, Jeffcom Finance Manager
Matt Stewart, Jeffcom Director
Brian Tracer, EJFR

Members/Alternate Members Absent or excused:

Bret Black, Fire Chiefs' Association
Art Frank, Fire Commissioner Alternate
Mark McCauley, Jefferson Co Comm., Alternate
John Mauro, City of PT Alternate

- I. Call to Order - Andy Pernsteiner called the meeting to order at 9:02 am
- II. Roll Call
- III. Public Comment – None Received.
- IV. Agenda - Additions, changes, and Approval
Chief McKern made a motion to approve the agenda as written.
Commissioner Brotherton seconded, and the agenda was approved unanimously.
- V. Approval of minutes:
 - A. Board Meeting Minutes for September 28, 2023.
Commissioner Brotherton made a motion to approve the minutes as listed above.
Commissioner Craig seconded, and the minutes were approved unanimously.
- VI. Approval of Payments:
 - A. September 2023
 - i. Account 671 – 1st Security \$ 879.14
 1. \$ 717.00 Payroll Benefit paid.
 2. \$ 162.14 Claims (Bills) paid.
 - ii. Account 3 – First Federal Savings \$ 184,387.17
 1. \$139,375.78 Payroll/Benefits paid.
 2. \$ 45,011.39 Claims (Bills) paid.

Chief McKern made a motion to approve the payments for September 2023.
Commissioner Craig seconded, and the payments were approved unanimously.

- VII. Director's Report – Matt Stewart
 - A. Please see the Director's report online or on the website.
- VIII. Financial Reports – Lisa Johnson
 - A. Please see the Financial Manager's report online or on the website.
- IX. User Agency Reports: Limited to 10 min per agency
 - A. EJFR: Brian Tracer is covering for Chief Black while he is at the Washington Fire Commissioners Association conference; Nothing to report.
 - B. QFR: Chief McKern Biggest challenge has been the conversion from ERS to ESO. Most of the data didn't transfer so they're struggling as well. Quilcene started the CARES program with 4 volunteers, along with Gabbi from the County's "Believe in Recovery" program who has attended as well, with approximately 4-6 calls/week. Making headway. Both Quilcene and Brinnon have Narcan distribution dispensaries available and being installed on the walls. Waiting on the County legal to approve so they can be installed at the community Centers in Quilcene and Brinnon. Commissioner Brotherton said they no longer have a Central Services Director, but he will look into it.
 - C. JCSO: Sheriff Nole reported a couple things: 1) The Hoh Reservation contracted with JSCO for Law enforcement services. 2) Two deputies are out on medical leave. One was due to retire soon, and another out on the West End. They're looking to hire a lateral from Clallam County.
Chair Pernsteiner stated that the "Drug take-back" is starting this weekend. We're having a big "Trunk or Treat" event on Monday December 30th. They received a \$2,500 grant from Walmart to buy candy for the event. He will be gone next week.
 - D. City of Port Townsend: Chief Olson reported working on staffing with 2 in academy, with one starting Oct 6th, and 2 in background. New hires are already academy trained so they'll start full time immediately. The new Deputy Chief is doing well and helping with administrative tasks.
 - E. Matt mentioned that an officer from the Hoh Tribal Fish and Wildlife is using the West End Law channel again for contacts. If it increases, we may look at a service contract.
- X. Old Business
- XI. New Business
 - A. State Audit update – Lisa Johnson reported that she had a Teams Meeting with our WA State Auditors, Jim Jones and Vincent Shiel. Jim was our auditor on the 2018-2020 Audit a couple of years ago. Data has been uploaded to their Portal for financial Years 2021 and 2022, and will be ongoing over the next couple of months.

- XII. Suggestions for next or future agenda, regular meeting and/or executive session –
 - A. Andy will be out on November 16th: he requested we move it to a special meeting November 30th.

- XIII. Good of the Order
 - A. Joe complimented Matt on the positive call response time's shared at APCO.
 - B. Greg commented on Matt getting "Conference Covid" from attending APCO in Wenatchee.

- XIV. Adjourn
 - A. Chief McKern made a motion to adjourn the meeting. Commissioner Craig seconded, and the meeting adjourned by unanimous vote at 10:12 am.

Next meeting: November 30, 2023
9:00 am – 11:00 am

JEFFCOM Administrative Board Member

JEFFCOM Administrative Board Member

Date

Date