

## AGENDA ADMINISTRATIVE BOARD MEETING Hybrid Meeting with Virtual and In-person Attendance

In-person: EJFR Station 6, 9193 Rhody Drive, Chimacum WA 98325

## **Virtual via Microsoft Teams:**

https://teams.microsoft.com/l/meetup-

 $\frac{join/19\%3 ameeting\_MGM4YjIwNmEtMTkwMC00Mzc2LWJkZjctYTZiZWUwNGY0MDE2\%40thread.}{v2/0?context=\%7b\%22Tid\%22\%3a\%22ff96c2a5-2adb-4aa0-82c9-}$ 

 $\underline{188a06564237\%22\%2c\%220id\%22\%3a\%22ef3a4fb9-f82c-4b02-9c2a-884ccb986514\%22\%7d}$ 

Audio only: Dial 323-792-6316 and enter conference ID 702 875 530#.

If you experience problems connecting, please call Lisa Johnson at 360-302-6455.

If you need special accommodation, please call our office at 360-344-9779 24 hours in advance.

**Administrative Meeting** 

9:00 AM Pacific Time

April 25, 2024

- 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 <u>director@jeffcom911.us</u> (Comments received here will be added to the correspondence log)
- IV. Agenda Additions, changes, and Approval
- V. Approval of minutes:
  - A. Board Meeting Minutes for March 28, 2024
- VI. Approval of Payments:
  - A. March 2024
    - i. Account 671 1<sup>st</sup> Security \$ 357,262.00
      - \$ 962.00 Payroll Benefit paid.
      - \$ 6,300.00 Claims (Bills) paid.
      - \$ 350,000.00 Withdrawal/transfer to FFSL to cover Payroll/EFTs

## Jeffcom 911 Board Meeting Agenda April 25, 2024

- ii. Account 3 First Federal Savings \$ 270,985.80
  - \$ 172,428.50 Payroll/Benefits paid.
  - \$ 98,557.30 Claims (Bills) paid.
- VII. Director's Report Matt Stewart
- VIII. Financial Reports for March 2024 Lisa Johnson
  - IX. User Agency Report: Limited to 10 min per agency/speaker
  - X. Old Business
    - A. Personnel Policies Manual update Matt Stewart
    - B. Social media presence Matt Stewart
  - XI. New Business

A.

- XII. Suggestions for next or future agenda, regular meeting and/or executive session.
- XIII. Good of the Order
- XIV. Adjourn

Next meeting: May 30, 2024

9:00 am - 11:00 am