



**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-join/19%3ameeting\\_MGM4YjIwNmEtMTkwMC00Mzc2LWJkZjctYTZiZWUwNGY0MDE2%40thread.v2/0?context=%7b%22Tid%22%3a%22ff96c2a5-2adb-4aa0-82c9-188a06564237%22%2c%22Oid%22%3a%22ef3a4fb9-f82c-4b02-9c2a-884ccb986514%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGM4YjIwNmEtMTkwMC00Mzc2LWJkZjctYTZiZWUwNGY0MDE2%40thread.v2/0?context=%7b%22Tid%22%3a%22ff96c2a5-2adb-4aa0-82c9-188a06564237%22%2c%22Oid%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.

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<b>Administrative Meeting</b>	<b>9:00 AM Pacific Time</b>	<b>May 30 , 2024</b>
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- 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 – [director@jeffcom911.us](mailto:director@jeffcom911.us) (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 April 25, 2024

VI. **Approval of Payments:**

A. **April 2024**

i. **Account 671 – 1<sup>st</sup> Security** **\$ 357,262.00**

- \$ 894.00 Payroll Benefit paid.
- \$ 16,521.25 Claims (Bills) paid.
- \$ 200,000.00 Withdrawal/transfer to FFSL to cover Payroll/EFTs

Jeffcom 911 Board Meeting Agenda May 30, 2024

**ii. Account 3 – First Federal Savings      \$ 196,774.35**

- \$ 183,961.88 Payroll/Benefits paid.
- \$ 12,841.47 Claims (Bills) paid.

**VII. Director’s Report – Matt Stewart**

**VIII. Financial Reports for April 2024 – Lisa Johnson**

**IX. User Agency Report: Limited to 10 min per agency/speaker**

**X. Old Business**

- A. Social media presence – Matt Stewart
- B. Jeffcom-Pencom ILA – Matt Stewart

- i. Reaffirming March 25, 2021, Board approval to enter into this agreement, which was not fully executed by either party

**XI. New Business**

- A. Discussion of CFS counting for annual division of Jeffcom costs among agencies

**XII. Suggestions for next or future agenda, regular meeting and/or executive session.**

**XIII. Good of the Order**

**XIV. Adjourn**

**Next meeting: June 27, 2024**

**9:00 am – 11:00 am**