



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_MGNiMDk5MjktMTcyYy00YTc3LTIlZDAzM2ZiY2JiY2Q2YzJm%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 270 843 45#

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

January 23, 2025

- 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 (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 December 19, 2024

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VI. Approval of Payments: Accounts-payable batches

A. 2024 batches

i. December 23, 2024 \$241,801.19

B. 2024 batches processed in 13th accounting month

i. January 8, 2025 (booked December 31, 2024) \$7,576.62

ii. January 14, 2025 (booked December 31, 2024) \$2,289.40

C. 2025 batches

i. January 8, 2025 \$192,474.59

ii. January 15, 2025 \$6,015.48

VII. Approval of Treasurer's Report – Bank Reconciliations and Fund Balances, Warrant registers' activity for December 1 through December 31, 2024

A. Treasurer's Report Fund Balances and Bank Reconciliations

i. **Fund Balance as of 12/31/24 \$1,234,766.02**

B. Warrant Registers' Activity

i. **Account 671 – 1st Security \$696,519.01**

a) \$ 238,741.84 Claims (Bills) paid

b) \$ 2,515.56 Payroll Benefits Paid

c) \$ 455,261.61 Withdrawal/transfer to FFSL to cover Payroll/EFTs

ii. **Account 3 – First Federal Savings \$214,966.25**

d) \$ 18,422.75 Claims (Bills) paid

e) \$ 196,543.50 Payroll/Benefits paid

iii. **Account 672 – LGIP Interest Earned \$6,549.47**

f) \$ 6,549.47 Withdrawal/transfer to interest-bearing account

iv. **Account 673 – Capital Investment LGIP \$258,473.91**

g) \$ 258,473.91 Withdrawal/transfer to non-interest-bearing account

Total December Activity \$ 1,177,508.64

VIII. Financial Report: December 2024 Year-end Summary – Lisa Johnson

IX. Director's Report – Matt Stewart

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

XI. Old Business

XII. New Business

A. Tyler consolidated billing proposal and agency costs – Matt Stewart

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

XIV. Good of the Order

XV. Adjourn

Next meeting: February 27, 2025

9:00 am – 11:00 am