

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/meetupjoin/19%3ameeting MGNiMDk5MjktMTcyYy00YTc3LTllZDAtM2ZlY2JiY2Q2YzJm%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

March 27, 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.

<u>Individuals may participate during the Public Comment Period using the following methods:</u>

- 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 February 27, 2025
- VI. Approval of Payments: Accounts-payable batches

A. February 26, 2025 \$ 26,590.66

B. March 10, 2025 \$ 114,072.62

Jeffcom 911 Board Meeting Agenda March 27, 2025

- **VII. Approval of Treasurer's Report** Bank Reconciliations and Fund Balances, Warrant registers' activity for February 1 through February 28, 2024
 - A. Treasurer's Report Fund Balances and Bank Reconciliations

i. Fund Balance as of 02/28/2025

\$1,168,555.93

B. Warrant Registers' Activity

i. Account 671 – 1st Security

\$ 216,328.95

a) \$ 15,221.95 Claims (Bills) paid

b) \$ 1,107.00 Payroll Benefits Paid

c) \$ 200,000.00 Withdrawal/transfer to FFSL to cover Payroll/EFTs

ii. Account 3 - First Federal Savings

\$ 255,787.44

d) \$ 36,557.64 Claims (Bills) paid

e) \$ 219,229.80 Payroll/Benefits paid

iii. Account 673 – LGIP Capital Investment

\$ 2,185.26

f) \$ 2,185.26 Transfer to Capital Cash non-interest bearing

Total Monthly Activity \$ 474,301.65

- VIII. Financial Report: February 2025 Lisa Johnson Burkhard
- **IX. Director's Report** Matt Stewart
- X. User Agency Report: Limited to 10 min per agency/speaker
- XI. Old Business
 - A. Washington Surveying and Rating Bureau (WSRB) criteria for dispatch centers
- XII. New Business
 - A. 2025-0001: Approval of third amendment to Verizon tower lease
 - B. Insurance provider options for 2026 coverage
 - C. Contracted record services for JCSO and PTPD
- XIII. Suggestions for next or future agenda, regular meeting and/or executive session.
- XIV. Good of the Order
- XV. Adjourn

Next meeting: April 24, 2025

9:00 am - 11:00 am