

911 Executive Board MEETING MINUTES

February 18, 2026

125 NW CHEHALIS AVE, CHEHALIS. WA 98532

Present: Chair Andy Caldwell, Vice Chair Rich Underdahl, Rob Snaza, Stacy Denham, Scott Brummer, Mike Thomas, Jim Martin, Randy Kaut, Jeff Hursh, Elizabeth Casteel, Kaylea Smith, Tony Wherry, Aaron Andrus, Becky Butler, Ryan Barrett

Online: Dave Clary

Recorder: Kaylea Smith

I. Call to Order – Chair Andy Caldwell called meeting to order at 2:00 PM

II. Public Comments

There were no public comments.

III. Approval of the Minutes

Snaza moved to approve the minutes of January 21st, 2026, as presented. Denham seconded. Motion carried unanimously.

IV. Executive Director Reports:

Hursh provided the Employee Assistance Program (EAP) pricing; Denham inquired whether the program has been purchased, and it has not. Hursh will consult with Human Resources to determine anticipated utilization, noting the program allows three visits per issue per employee. During the budget discussion, Caldwell stated the program is important and necessary, and Denham agreed with moving forward. An email was sent to the Operations Board to schedule the first meeting, with a target timeframe of the first week of March. Additionally, four potential new hires are anticipated with a projected start date of mid-March.

V. Old Business

I. Bylaw Discussion:

A rough draft was provided to the group for initial review. The group expressed interest in having independent counsel review the document if the decision is made to retain their services. Caldwell stated the draft is a strong starting point and supports having an attorney conduct a formal review. Hursh agreed with this approach.

II. Radio Update

Three generator quotes and one propane quote have been requested. Mineral Hill updates include a PUD quote of \$1,950, pending dirt work quotes, and staged radio equipment. An FCC complaint was filed regarding interference on the Sheriff channel, ongoing for about six days, with dispatch following protocol and notifying sergeants; the individual is responding back. Radio inventory for Glonoma should be confirmed with the former chief. An open carrier was reported on Fire 1. Wherry will create a one-sheet summary detailing what equipment is lacking at the sites.

III. Tower Lease

Peterman and Mineral Hill are with Tacoma Power. A draft that was promised a week ago has not yet been received. Discussion included a \$1,200–\$1,400 study related to the lease.

IV. Discussion for Independent Counsel

Hursh shared information on two candidates. Deanna Gregory, though the most expensive, would be the fastest and is highly experienced with small counties, making her likely the best choice. She is willing to work with the group on pricing. Denham, Brummer, and Caldwell all agreed she is sharp, an expert, and would get the work done correctly the first time. This engagement is considered personal services. The second candidate is employed by Cowlitz County. The board requested Hursh to negotiate the contract with Deanna Gregory and then present it to the board for vote and signatures.

MOTION

Brummer motioned to enter into a personal services contract with Deanna Gregory. Denham seconded the motion. The motion carried.

V. Chehalis New Radio Site Update

Wherry discussed water tower sites with the group, noting that the WASDOT site would be the best option at no cost. A generator is already in place, with a small interest fee required for battery upgrades. Day Wireless is in the process of preparing two maps; Licensing for these two sites, a MOU for shared services, and equipment pricing and licensing fees were also discussed.

Kaut had no questions. Hursh noted that the DOT site was Wherry's idea and emphasized that it will save the group over \$100,000, providing a significant cost benefit.

VI. ILA Discussion

Caldwell thanked Anderson for providing the use of their attorney. The attorney offered many suggestions which, after discussing with Butler, were mostly resolved. The attorney's concerns appear to be legitimate. Caldwell noted the importance of ensuring consistency in billing so that what is billed to 911 aligns with other departments. As long as this remains fair across the board, Caldwell is comfortable moving forward. The attorney advised the E-Board to sign the supplemental ILA.

Butler put the discussion on hold so the entire board could be addressed. The interfund rates are outlined in the ILA. The only change would be whether the interfund goes out to bid. Hursh is waiting on the training room. Barrett added that there is also internal capacity available.

Caldwell emphasized a desire to formalize this through policy. The MOU outlines the scope of services and associated costs, and nothing will proceed without the auditor's review. This falls within the scope of what Hursh can approve.

Thomas asked if a motion is required to work outside the ILA to proceed with the training room. Snaza inquired if a motion is even necessary. It was confirmed that a motion is needed.

MOTION

Thomas made a motion to work outside the scope of the ILA to move forward with infrastructure updates to accommodate the training room for up to six trainees. Underdahl seconded the motion. The motion carried.

VII. Budget

MOTION

Snaza made a motion to approve the EAP in the amount of \$1,680.00. Denham seconded the motion. The motion was approved.

VI. New Business

I. Coroner Fees

Hursh proposed to keep the rates the same. The board agreed to maintain the current rates.

VII. Good of the Order

Wherry asked if installations under the ILA are covered and whether they would be billed extra. It was clarified that the costs are generally covered through taxes unless the installation involves hardware, which would be billed separately.

Caldwell asked Hursh is there was a Lewis County Alert Policy in place? Hursh stated that he is currently working on it.

VIII. Confirmation of Future Meetings: Executive Board Meeting: March 18th, 2026 @ Lewis County Community Development.

IX. Adjournment

Meeting was adjourned by Chief Caldwell at 2:57 PM