

# 911 Executive Board MEETING MINUTES

April 15, 2026

**125 NW CHEHALIS AVE, CHEHALIS. WA 98532**

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**Present:** Chair Andy Caldwell, Vice Chair Rich Underdahl, Scott Brummer, Stacy Denham, Rob Snaza, Mike Thomas, Jim Martin, John Brockmueller, Carol Brock, Bill Reynolds, Kevin Anderson, Jeff Hursh, Elizabeth Casteel, Kaylea Smith, Tony Wherry, Aaron Andrus, Becky Butler

**Online:** Dave Clary, DJ Hammer

**Recorder:** Kaylea Smith (There was no audio recording at this meeting)

**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**

Thomas moved to approve the minutes of March 18th, 2026, as presented. Denham seconded. Motion carried unanimously.

**IV. Executive Director Reports:**

### **Spillman Text Paging Replacement**

The current Spillman text paging system is scheduled to expire in August. Two replacement options, Hiplink and Rapid Notification, are under evaluation. The estimated cost is between \$85,000 and \$95,000, with an annual fee of approximately \$14,000. The Director reported that the agency is exploring options to upgrade the existing 911 phone system.

### **Flock System Rule Changes**

The Operations Board discussed questions related to recent Flock rule changes, specifically regarding dispatch procedures for vehicle inquiries and compliance requirements. Dispatch staff are currently not familiar with the updates. Caldwell stated that the changes are not as significant as portrayed in the media. The Operations Board will continue to review and clarify the details.

### **Grant Opportunities**

Andrus reported identifying a Department of Commerce grant opportunity that has expired; however, additional funding opportunities may be available through the river-related portion. These funds may assist with the purchase of propane tanks and generators.

### **Executive Board Attorney Update**

No response has been received from the County Manager regarding legal representation. Barrett will follow up with Bailey. It is anticipated that once documents are signed, the process can move forward.

### **Telecommunicator Week**

An invitation was extended for members to visit dispatch in recognition of Telecommunicator Week. Caldwell expressed appreciation for dispatch staff, emphasizing their essential role in operations.

## **V. Old Business**

### **I. Bylaw Discussion:**

It was noted that further progress will occur once legal counsel is secured.

### **II. Radio Update**

Construction has begun on the Cook's Hill tower. Parts for the remaining two towers associated with the \$300,000 project are expected to arrive soon, with testing and walkthrough anticipated for mid-May.

### **III. Tower Lease**

Updated lease information was provided for the Democrat Hill tower site. An abandoned building located on the site is in good condition and may be utilized. A revised quote was presented to use the existing building.

First-year cost is estimated at \$11,000 if the agency provides its own generator and propane tank, with ongoing costs of approximately \$2,700 per month.

Snaza stated agreement with the option to install the agency's own equipment. Denham seconded the proposal.

It was also noted that the property owner may be willing to sell the building for \$1.

Wherry will provide supporting handout information.

## **IV. Chehalis New Radio Site Update**

Wherry reported that the licensing fee to move the site has already been paid. This is a one-time fee associated with relocation.

**V. Budget**

There was discussion regarding 911 earning interest off the capital fund. After discussion, Butler confirmed 911 collects interest from the capital fund but not from the operations fund.

Brummer motioned to transfer \$2.6 million from the operations Fund to the 3300 Capital Fund. Snaza second the motion. Motioned carried.

**VI. New Business**

No new business was brought forward.

**VII. Good of the Order**

Brummer extended thanks to Wherry for his patience and efforts in working with Tacoma Power.

**VIII. Confirmation of Future Meetings: Executive Board Meeting: May 20th, 2026 @ Lewis County Community Development.**

**IX. Adjournment**

Meeting was adjourned by Chief Caldwell at 2:37 PM