911 Executive Board
MEETING MINUTES

June 17, 2026

125 NW CHEHALIS AVE, CHEHALIS. WA 98532

Present: Chair Andy Caldwell, Vice Chair Rich Underdahl, Scott Brummer, Stacy Denham, Rob Snaza, Mike Thomas, Bill Reynolds, Jeff Hursh, Elizabeth Casteel, Kaylea Smith, Aaron Andrus Becky Butler
Online: Jim Martin
Recorder: Kaylea Smith

I. **Call to Order –** Chair Andy Caldwell called meeting to order at 2:01 PM

II. **Public Comments**

There were no public comments.

III. **Approval of the Minutes**

Brummer moved to approve the minutes of April 15th, 2026, as presented. Thomas seconded. Motion carried unanimously.

IV. **Executive Director Reports:**

Hursh reported that current staffing remains at 10 employees, with two employees currently exploring other employment opportunities. He is also reaching out to Cowlitz County to determine whether they can assist with dispatcher training.

The Board discussed recruitment and retention strategies. Denham asked whether providing daycare assistance could be beneficial in attracting and retaining employees. Snaza asked if any trainees are close to being signed off. Hursh responded that, to make a meaningful impact on staffing levels, the agency needs at least five additional employees. He also noted that summer vacation schedules continue to create staffing challenges.

Caldwell asked whether a retention bonus could be offered until the agency reaches a minimum staffing level. Hursh stated that staffing is the agency's biggest challenge and that compensation alone is not the primary issue. The Board also discussed a potential $5,000 recruitment bonus, and Hursh will conduct additional research and bring recommendations back to the Board.

Hursh provided legal handouts to the Board and advised members to contact him if they would like a copy. He reported that discussions continue regarding the interlocal agreement and will attempt to have the attorney attend the next meeting. He also stated that the bylaws have been forwarded to the Operations Board for review. Following that review, the attorney will review the bylaws before they are presented to the Executive Board for approval.

Hursh announced that Motorola representatives will be onsite next week to provide a demonstration for anyone interested in attending. The agency also needs to determine the Motorola billing process moving forward.

V. Old Business

I. Radio Update

Hursh reported that upgrade work has been completed at three tower sites, and inspections are currently underway.

The leases for the Democrat, Peterman, and Mineral tower sites have completed legal review. A few revisions are still needed before they are finalized.

The new Chehalis tower on Rush Road is awaiting FCC licensing before it can become operational.

Hursh provided an update on the annexation project. To assist during the transition, the Centralia Police Department will provide the Chehalis Police Department with four radios.

Brummer mentioned the approval to advertise for bids for the replacement air conditioning systems at the radio sites.

Caldwell requested that Wherry keep the radio project status list updated so the Board can continue to monitor progress.

Brummer suggested highlighting major project milestones through public outreach efforts. He noted that sharing these accomplishments would help demonstrate how taxpayer funding is being invested to improve the county's radio infrastructure, enhance public safety, and better support first responders and the community.

Denham requested that Hursh provide updates to the city councils as major project milestones are completed.

II. Budget

Hursh provided the year-to-date financial report to the Board. He also shared a screenshot showing the $2.6 million transfer from the operating fund to the capital fund, where the funds are now earning interest.

Caldwell asked whether the year-to-date financial report reflects the interfund transfers.

Butler discussed preparations for the upcoming budget process and recommended forming a budget subcommittee through the Operations Board to assist with budget development.

Thomas asked why the miscellaneous budget line was over budget. Hursh explained that public education expenditures are initially charged to that budget line and are eligible for reimbursement through the SECO grant.

Caldwell noted that the agency is currently at **20.7% of the overall budget** and stated that the agency is in good financial shape.

VI. New Business

I. Separation from County Discussion

Hursh provided the documentation to the Board earlier and advised members to contact him or Gregory with any questions regarding the separation.

II. Motorola System Upgrades

Hursh provided an overview of a new program, Hyper, which is an AI-based call routing system designed to help redirect non-emergency calls. He explained that the program could assist with reducing call volume impacts and help address staffing and burnout challenges. Vesta will be providing a demonstration of the program next week.

III. PubEd Calendar

Smith informed the Board that the agency has received the new River the Rescue Raccoon mascot. She advised Board members to email her with any community events they would like Lewis County 911 to attend. Denham mentioned that Chehalis Fest will be held on July 25th.

VII. Good of the Order

Caldwell requested that proposals regarding employee retention options be brought forward for review at the next meeting.

VIII. Confirmation of Future Meetings: Executive Board Meeting: July 15th, 2026 @ Lewis County Community Development.

IX. Adjournment

Meeting was adjourned by Chief Caldwell at 2:54 PM