911 Executive Board
MEETING MINUTES

July 15, 2026

125 NW CHEHALIS AVE, CHEHALIS. WA 98532

Present: Chair Andy Caldwell, Vice Chair Rich Underdahl, Scott Brummer, Stacy Denham, Rob Snaza, Mike Thomas, 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 2:00 PM

II. **Public Comments**

There were no public comments.

III. **Approval of the Minutes**

Brummer moved to approve the minutes of June 17th, 2026, as presented. Thomas seconded. Motion carried unanimously.

IV. **Executive Director Reports:**

Hursh reported that current staffing remains at 10 employees, with two employees potentially seeking other employment. Of the four recent hires, two are currently in training. Five candidates are in the background process with a target start date of August 1, and an additional eight candidates are in the next hiring pool with an anticipated mid-September start date.

Hursh discussed increasing trainer incentive pay to encourage more volunteers. The proposal would increase trainer pay from $2.00 per hour to $4.00 per hour when staffing is at or above 12 dispatchers and $6.00 per hour when staffing is below 12 dispatchers.

Hursh reported meeting with GovWorx regarding a potential replacement for the current CritiCall testing system. The new system would provide testing that is more closely aligned with the duties and responsibilities of dispatch personnel.

Hursh provided a budget update, noting that the Operations Board will oversee the budget process and submit it to the Executive Board for final approval. The budget subcommittee will include Anderson, Engelbertson, and a representative from Centralia PD. The subcommittee will meet next week to begin the process, with a full Operations Board meeting scheduled for August 5.

V. Old Business

I. Radio Update

Wherry reported that the radio project continues to move forward. The radio site leases have been reviewed by legal counsel and returned to Tacoma Power. The lease costs will be included in the upcoming budget.

II. Budget

Butler reported that sales tax revenues are currently up 19% above projected.

Hursh reminded the Board that the Operations Board is responsible for developing and presenting the proposed budget to the Executive Board. The Budget Subcommittee will meet next week, followed by a meeting of the full Operations Board on August 5th to review the proposed budget.

III. Separation from County Discussion

Hursh provided board members with documents regarding the separation from Lewis County. He explained that the attorney's recommendation will require sponsorship from either one of the cities or the county and would not impact the authority or governance of Lewis County 911.

Brummer noted that the Lewis County Board of County Commissioners would still need to approve board member appointments.

Denham requested additional information before moving forward and suggested scheduling a Zoom meeting with the attorney to answer questions.

IV. Motorola System Upgrades

Hursh reported that Motorola representatives met with local agencies to demonstrate available system modules and discuss future upgrades.

Hursh recommended that Lewis County 911 fund the new Motorola subscription, estimating an annual increase of approximately $200,000.

Caldwell requested that the Operations Board develop and present a formal proposal regarding the Motorola subscription.

Snaza asked whether additional Spillman modules could be added and requested cost information. Hursh stated that Motorola's visit was intended to demonstrate the available modules and discuss future options.

VI. PubEd

So far this year, we have participated in Egg Day, Cheese Days, and the 4th of July Parade, Chehalis Fest. Upcoming events include National Night Out, the Morton Loggers Jubilee, the Southwest Washington Fair, and several community resource fairs.

VII. New Business

I. Phoenix Auto Fire Toning

Hursh reported that staff are evaluating the Phoenix automated fire-toning system, which would automate the process of dispatching fire agencies. The estimated cost is a one-time implementation fee of approximately $57,000 with annual maintenance costs of approximately $3,000.

MOTION
Denham made a motion to approve moving forward with the process to purchase an auto fire alerting system. Underdahl seconded the motion. The motion carried.

II. Retention and Training Incentives

Discussion also included a proposed Qualified Recruit Trainee bonus of $2,000 and a recruitment incentive totaling $3,000 for new hires.

Snaza supported providing hiring bonuses in phases. Caldwell suggested paying $1,000 upon hire and the remaining $2,000 after successful completion of training.

Underdahl asked whether compensation was the primary staffing concern. Hursh responded that scheduling and work hours continue to be the biggest challenge. Denham expressed concern that incentive bonuses could create unintended consequences.

Hursh stated that increasing workload is negatively affecting workplace culture and noted that the number of trainees on the operations floor is limited by the availability of certified trainers.

Underdahl commented that dispatchers consistently identify additional time off as one of their highest priorities.

Snaza shared that the corrections retention bonus had produced positive results and stated his support for recognizing dispatchers with a retention bonus to demonstrate appreciation while additional staffing is being pursued.

Discussion included extending a retention bonus program through the end of 2027, or until the next collective bargaining agreement.

Casteel suggested that the trainer incentive bonus be provided after the trainee has successfully completed training and is signed off.

VIII. Good of the Order

IX. Confirmation of Future Meetings: Executive Board Meeting:
August 19th, 2026 @ Lewis County Community Development.

X. Adjournment
Meeting was adjourned by Chief Caldwell at 3:26 PM