

Executive Board

City of Bellevue
City of Kirkland
City of Redmond
City of Mercer Island
City of Issaquah

Eastside Public Safety
Communications Agency

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**EXECUTIVE BOARD
SUMMARY OF MINUTES**

March 14, 2013
10:00 a.m.

Bellevue City Hall
Room 1E-113
Bellevue, Washington

PRESENT: Rich Conrad, Kurt Triplett, Ava Frisinger

ALTERNATES: Jane Christenson (John Marchione), Mike Eisner (Steve Sarkozy)

ABSENT:

OTHERS PRESENT: Mark Hagreen, Jessie Morgan

1. Call to Order

The meeting was called to order at 10:10 a.m. by Rich Conrad, who presided.

2. Roll Call

Steve Sarkozy arrived at 10:20 a.m.

Jane Christenson left at 10:30 a.m. and Mark Hagreen continued as her alternate.

3. Approve Agenda

Jane Christenson requested the addition of an Action Item to approve funds for Gregg Flint's retirement party/gift. Kurt Triplett motioned to approve the agenda as amended, it was seconded by Ava Frisinger and carried 5-0.

4. Consent Agenda

5. Reports

a) RERC Overview / Update Report

Rich Conrad reports that PSERN has been created by King County to determine the parameters of the RFP for the ballot. The timeline is to have the RFP issued by June 4, 2013, proposals back from vendors in September 2013, negotiate final design agreement by February 2014, to councils in July 2014 and ready in November 2014 for public vote.

6. Action Items

j) Resolution R-10 Confirmation of Agency Bank and Check Signing Authority

Jane Christenson confirms that check signing authority to remain as is. The Operations Committee Chair signs checks for EPSCA under \$50,000 and the Executive Board Chair signs checks over \$50,000. Kurt Triplett motioned to approved the adoption of Resolution R-10 as amended, The Operations Chair and Operations Vice Chair and Chair of the Board are authorized to sign checks, checks above \$50,000 must be signed by the Executive Board Chair, it was seconded by Jane Christenson and carried 5-0.

a) Resolution R-01 Adopting Bylaws Version 3-14-13

Kurt Triplett motioned to approve Resolution R-01 authorizing adopting agency by-laws, it was seconded by Ava Frisinger and carried 5-0.

b) Resolution R-02 Special Election of Officers

Ava Frisinger motioned to approve Resolution R-02, it was seconded by Kurt Triplett and carried 5-0. The Executive Board nominated and elected Rich Conrad to serve as Chair and Kurt Triplett to serve as Vice Chair until May 31, 2013. Furthermore, the Executive Board appoints Kurt Triplett to serve as Secretary and Treasurer for the same time period.

c) Resolution R-03 Appointing and Confirming Executive Director

Ava Frisinger motioned to approve Resolution R-03, it was seconded by Kurt Triplett and carried 5-0. The Executive Board confirmed Scott Hatfield as the Executive Director of EPSCA.

d) Resolution R-04 Direction to Submit to the State for UBI Number

Kurt Triplett motioned to approve Resolution R-04 to direct the Executive Director to apply for a Unified Business Identification Number. It was seconded by Ava Frisinger and carried 5-0.

e) Resolution R-05 Approve Public Records Policies and Procedures

Steve Sarkozy motioned to approve Resolution R-05 to approve and adopt the document titled "EPSCA Public Disclosure policy". It was seconded by Kurt Triplett and carried 5-0.

f) Resolution R-06 Confirming Insurance Provider

Kurt Triplett motioned to approve Resolution R-06 to confirm Washington Cities Insurance Authority as EPSCA's insurer, it was seconded by Steve Sarkozy and carried 5-0.

g) Resolution R-07 Setting Dates and Times of Board Meeting 2013

Ava Frisinger motioned to approve Resolution R-07, it was seconded by Steve Sarkozy and carried 5-0.

g) Resolution R-08 Ratification of Previously Approved Budget for 2013/2014

Kurt Triplett motioned to approve Resolution R-08 ratifying the previously approved 2013/2014 budget, it was seconded by Mark Hagreen and carried 5-0.

i) Resolution R-09 Appointing Legal Counsel

Kurt Triplett motioned to approve Resolution R-9 appointing legal counsel with the City of Kirkland, it was seconded by Ava Frisinger and carried 5-0.

k) Resolution R-11 Confirmation of Accountant and Independent Auditor

Steve Sarkozy motioned to approve Resolution R-11 confirming Clark Nuber as the accountant and independent auditor for EPSCA, it was seconded by Ava Frisinger and carried 5-0.

l) Resolution R-12 Confirmation of EPSCA Fiscal Year

Ava Frisinger motioned to approve Resolution R-12 setting EPSCA's fiscal year as beginning January 1st and ending December 31st of each year, it was seconded by Mark Hagreen and carried 5-0.

Jessie Morgan reported that the Articles of Incorporation were filed last night at 10:30 pm.

m) Approval of Payment to Karen Reed in Excess of Contract Limit

Karen Reed's contract was not to exceed \$20,000 and it has exceeded the contract by \$612.50. Steve Sarkozy motioned to approve to pay \$612.50 to Karen Reed, it was seconded by Kurt Triplett and carried 5-0.

l) Approval to spend up to \$250 for retirement gift/party for Gregg Flint

Jessie Morgan reports that EPSCA would like to use EPSCA funds to provide a retirement party/gift for Gregg Flint in compliance with the City of Redmond's policies. Kurt Triplett motioned to approve an expenditure of up to \$250 to recognize Gregg Flint, it was seconded by Ava Frisinger and carried 5-0.

7. Other/Information

8. Executive Session

None

9. Adjourn

Being no further business, meeting adjourned at 10:50 a.m.

**Next Meeting
Scheduled for:**

**April 11, 2013
10:00 a.m.**