

Thurston County Law Enforcement Records Management Consortium

-Executive Board –

*Meeting Agenda
Thursday, July 15th, 2021
1:00 PM
Lacey Police Department*

I. Review and Approval of April Meeting Minutes

- a.** Overview: Review meeting minutes.
- b.** Action Item: Board decision to edit and/or accept the meeting minutes

II. 2022 Budget (Gina Rogers)

- a.** Overview: Review
- b.** Action Item: Board decision to approve budget

Thurston County Law Enforcement Records Management Consortium

-Executive Board –

Meeting Meetings
Thursday, April 15, 2021
1:00 PM
Lacey Police Department / via ZOOM

Members Present: Chief Jon Weiks, Tumwater PD Chief Robert Almada, Lacey PD
Chief Todd Stancil, Yelm PD

Staff & Guests Present: Asst. Chief Jim Mack, Lacey PD
Cmdr. Joe Upton, Lacey PD
Deputy Chief Sam Costello, Olympia PD
Gina Rogers, Olympia PD
Deputy Chief Sam Costello, Olympia PD
Anna McBee, Lacey PD
Laura Wohl, Tumwater PD
Keith Flewelling, TCOMM
Christy Peters, TCPO

Meeting called to order at 1300

I. Review and Approval of February Meeting Minutes

Chief Stancil moved to approve the February minutes.

Motion: Chief Almada
2nd: Chief Stancil
Unanimous decision

II. Review and Approval of Expenditures

Gina reviewed the current expenses from CentralSquare.

Chief Jelcick moved to approve the CentralSquare bill.

Motion: Chief Almada
2nd: Chief Stancil
Unanimous decision

III. RMS Replacement Project Timeline

On behalf of the Steering Committee, Ms. Wohl presented the timeline for preparing for an RFP to replace the existing RMS. Included were timeframes for:

- Needs assessment
- Exploration of other law enforcement records management systems
- Identifying a Project Manager
- Identifying a selection team
- Preparing an RFP and publishing it
- Beginning the procurement process
- Developing a timeline for implementation

Ms. Wohl also outlined the decision points requiring Board action and approval.

Meeting adjourned at 1312

Motion:
2nd:

Chief Stancil
Chief Almada
Unanimous decision

2022 LERMS Budget

<i>Notes</i>	<i>BARS</i>	<i>2022 Proposed</i>
		\$432,409
Supplies	682-0000-538.31-02	\$1,530
50% LITM Salary & Benefits	682-0000-538.41-01	\$80,294
Travel	682-0000-538.43-00	\$1,700
Superion (Invoice in Dec)	682-0000-538.48-01	\$170,000
Superion One Solution (Jan)	682-0000-538.48-01	\$5,500
Superion Project Mgmt (Jan)	682-0000-538.48-01	\$160
Superion Scanning (Jan)	682-0000-538.48-01	\$1,000
Dell Power Edge	682-0000-538.48-01	\$3,500
DBU	682-0000-538.48-01	\$1,500
Misc Contract Exp	682-0000-538.48-01	\$5,000
NCIC	682-0000-538.49-01	\$2,500
Training - H.T.E user group	682-0000-538.49-03	\$700
TCOMM	682-0000-538.51-13	\$159,025
WSP	682-0000-538.51-39	\$0

per Carla Mai

Jurisdiction 2022 Shares

<i>Jurisdiction</i>	<i>2019 % of Population</i>	<i>2022 Proposed</i>
	100%	\$432,409
Lacey	37.02%	\$160,092
Olympia	37.89%	\$163,844
Tenino	1.29%	\$5,598
Tumwater	17.21%	\$74,433
Yelm	6.58%	\$28,442

2021 Share Formula

	Population from OFM.wa.gov pulled 7/9/2020	2020 % of 5-City
Lacey	52910	37.02%
Olympia	54150	37.89%
Tenino	1850	1.29%
Tumwater	24600	17.21%
Yelm	9400	6.58%
TOTALS	<u>142910</u>	<u>100.00%</u>
<i>*From TRPC 2020 Profile</i>		

[Estimates are calibrated to the Office of Financial Management's April 1 Official Population Estimates for cities and counties, available at www.ofm.wa.gov.](http://www.ofm.wa.gov)