

# Thurston County Law Enforcement Records Management Consortium

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## **-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  
2<sup>nd</sup>: 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  
2<sup>nd</sup>: 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:  
2<sup>nd</sup>:

Chief Stancil  
Chief Almada  
Unanimous decision