

Thurston County Law Enforcement Records Management Consortium

-Executive Board –

*Meeting Agenda
Thursday, March 17, 2022
1:00 PM
Lacey Police Department / via Zoom*

I. Review and Approval of February Meeting Minutes – Chief Weiks

Overview: Review of meeting minutes.

Action Item: Board decision to approve/edit/reject

II. Approval of Expenses – Laura Wohl

Overview: The pending expenses include a bill from the Accountability Audit.

Action Item: Board approval to pay expenses.

III. TCSO LERMS Membership Update – Laura Wohl

Overview: Update on whether TCSO is interested in joining LERMS and including them in the RMS replacement project.

Action Item: Information only.

Thurston County Law Enforcement Records Management Consortium

-Executive Board -

*Meeting Agenda
Thursday, February 17, 2022
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
Chief Robert Auderer, Tenino PD

Members Absent: Chief Rich Allen, Olympia PD

Staff & Guests Present: Asst. Chief Rob Carlson, Yelm PD
Asst. Chief Robert Hollis, Lacey PD
Deputy Chief Sam Costello, Olympia PD
Cmdr. Jim Mack, Lacey PD
Laura Wohl, Tumwater PD
Jeanelle Stull, Olympia PD
Hallie West, Lacey PD

Meeting called to order at 1300 by Chief Weiks

I. Review and Approval of January Meeting Minutes – Chief Weiks

Overview: Review meeting minutes.

Action Item: Board decision to approve/edit/reject

Motion to approve the January minutes.

Motion made by: Chief Stancil
Second: Chief Almada
Vote: Unanimous

II. Approval of Expenses – Laura Wohl

Overview: The pending expenses include a bill from the Accountability Audit, payment for the document scanning module in the RMS, and the 2022 payment to TCOMM for their services.

Action Item: Board approval to pay expenses.

Motion to approve expenses

Motion made by: Chief Almada

Second: Chief Stancil

Vote: Unanimous

Meeting adjourned at 1305.

DRAFT

LERMS PENDING INVOICES

<u>Invoice Date</u>	<u>Vendor</u>	<u>Amount</u>	<u>Expense Description</u>
3/10/2022	State Auditor's Office	\$1,973.70	Accountability Audit
	TOTAL	\$ <u>1,973.70</u>	

City of Olympia Accounts Payable Voucher Request

Request Date: 3/14/2022 Person Requesting: Kensey Wang
 Invoice #: L147520 Requestor contact info: x8435
 Invoice Date: 3/10/2022
 Vendor #: _____
 Vendor Name: State Auditor's Office

Account	Project	Amount	Description
682-0000-538-51-39		\$ 1,973.70	Feb 2022 audit work
Total:		1,973.70	
Comments:			

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just due and unpaid obligation against the City of Olympia, and that I am authorized to authenticate and certify this claim.

Authorizing/Dept. _____ Date: _____
 Head Signature: _____

PLEASE ROUTE VOUCHER TO ACCOUNTS PAYABLE FOR PROCESSING

Invoice Voucher

Remit To: State Auditor's Office
PO Box 40021
Olympia, WA 98504-0021
Federal ID No. 91-6001098



Page: 1 of 1
Invoice No.: L147520
Invoice Date: 03/10/2022
MCAG No.: 3024
County: Thurston

Law Enforcement Record Management System
PO Box 1967
Olympia, WA 98507

Now accepting electronic payments
Send to: Washington State Auditor's Office
Routing: 123000848 Account: 153911801147
Account type: Checking
Please include invoice number



(Return this portion with your payment)

State Auditor's Office

(Detach and retain for your records)

Entity Name: Law Enforcement Record Management System

Invoice No.: L147520

Invoice Date: 03/10/2022

Audit No.: 53867

Audit Period: 18 - 20

Purchase Order:

Month/Year	Work Performed	Bill Rate	Hrs	Amount	Travel/Other Expenses	Total
02/22	Accountability Audit	\$116.10	17.0	\$1,973.70	\$0.00	\$1,973.70
Sub Total:			17.0	\$1,973.70	\$0.00	\$1,973.70
Total Due This Invoice:			17.0	\$1,973.70	\$0.00	\$1,973.70
(Hrs rounded to nearest tenth)						

JV Number: 230165

**FULL PAYMENT DUE
IN 30 DAYS**

I hereby certify the amount listed herein is a proper charge for services rendered:

By: Janel M. Roper, Director of Administrative Services

For questions, please call (564) 999-0933 or (564) 999-0941 fax (360) 586-3105 or e-mail accreceivable@sao.wa.gov