

# Thurston County Law Enforcement Records Management Consortium

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## **-Executive Board –**

*Meeting Agenda  
Thursday, March 16, 2023  
1:00 PM  
Lacey Police Department*

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

**Overview:** Review of meeting minutes.

**Action Item:** Approval, change, or rejection of minutes.

### **II. RMS RFP Update – Laura Wohl**

**Overview:** Status of the new RMS project.

The Steering Committee will present the progress so far on the project and their recommendations for next steps in the RFP review process.

**Action Item:** Decision about next steps.

# Thurston County Law Enforcement Records Management Consortium

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## **-Executive Board –**

*Meeting Agenda  
Thursday, January 19, 2023  
1:00 PM  
Lacey Police Department*

**Members Present:** Chief Jon Weiks, Tumwater PD  
Chief Robert Almada, Lacey PD  
Chief Rich Allen, Olympia PD  
Chief Rob Carlson, Yelm PD  
Chief Bob Auderer, Tenino PD  
Sheriff Derek Sanders, TCSO

**Staff & Guests Present:** Deputy Chief Shelby Nutter, Olympia PD  
Deputy Chief Robert Hollis, Lacey PD  
Undersheriff Dave Pearsall  
Tim Klotz, TCOMM  
Laura Wohl, Tumwater PD  
Jeanelle Stull, Olympia PD  
Anna McBee, Lacey PD  
Elizabeth Donovan, TCSO

*Meeting called to order at 1300 by Chief Weiks*

### **I. Review and Approval of December Meeting Minutes – Chief Weiks**

**Overview:** Review of meeting minutes.

**Action Item:** Board decision to approve/edit/reject

Motion to approve the July minutes.

Motion made by: Chief Almada

Second: Chief Carlson

Vote: Unanimous

### **II. Election of Board Chair for 2023**

**Overview:** Each year, the Board Chair must be elected by the Board per the intergovernmental agreement that established LERMS.

Chief Weiks stated that he is willing to be the Board Chair for another year, but would also be happy to pass it to another Board Member if one is interested. No other Board members expressed an interest.

**Action Item:** Nominate and elect a Board Chair for 2023.

Chief Almada nominated Chief Weiks to be the Board Chair for 2023. No further nominations were made and nominations were closed. Motion to elect Chief Weiks Board Chair.

Motion made by: Chief Almada  
Second: Chief Allen  
Vote: Unanimous.

### **III. Appointment of Lead Agency - Chief Weiks**

**Overview:** Every three years, the Lead Agency, which acts as the LERMS Business Agent, must be appointed by the Board per the intergovernmental agreement that established LERMS. The Lead Agency was last determined in 2020 and 2022 was the final year of the 3 year appointment. Olympia was appointed Lead Agency in 2020, although Tumwater filled the role for the last year of the term.

Tumwater agreed to continue to fill the roll of Lead Agency for the next 3 years, upon appointment.

**Action Item:** Appoint the Lead Agency for the 2023-25 term.

Motion to appoint Tumwater as Lead Agency for the 2023-25 term.

Motion made by: Chief Almada  
Second: Chief Allen  
Vote: Unanimous.

### **IV. Approval of Expenses – Laura Wohl**

**Overview:** Ms. Wohl presented the 2023 bill from TCOMM for RMS/JMS support.

**Action Item:** Approval of expenditures.

Motion to approve the payment.

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

V. **RMS RFP Update – Laura Wohl**

**Overview:** Status of the new RMS project.

Ms. Wohl updated the Board on the progress of the new RMS project. Demos of the systems for which we received RFPs have begun. Users from all agencies attended the CentralSquare demo on January 11-12. The participants for the RMS felt that it represents a significant improvement over the current CentralSquare RMS. TCSO staff felt the RMS product was much better than their current system. The Steering Committee met and discussed the staff comments and their own assessment of the system. There is concern about whether the JMS is functional to the level needed by TCSO. Several questions arose about a variety of functionality that we will need to have answered by the vendor and would want to see in action during a site visit. Next vendor demo will be EIS on January 25-26, and then 365Labs on February 1-2.

Chief Almada told the Board that the Project Manager position for the RMS/JMS project has been approved by the Lacey City Manager. The Lacey HR Department will begin the recruiting and hiring process. The HR Department has a large workload right now and it will be added to their schedule.

**Action Item:** Information only.

VI. **Adjournment**

Motion to adjourn.

Motion made by: Chief Almada

Second: Chief Auderer

Vote: Unanimous

Meeting adjourned at 1319