



Chief Executive Officers Board Meeting
Thursday, June 18, 2026, 1:30pm
5900 NE Pinefarm Court, Hillsboro, Oregon 97214
or online via Microsoft Teams (for link call 503-690-4911)

Agenda

- A. **Call to Order**
- B. **Roll Call**
- C. **Approval of Meeting Minutes**
 - 1. *May 21, 2026 meeting minutes
- D. **Public Comment**
- E. **Written Communication**
- F. **Finance Report**
 - 1. *May 2026 Financial Summary
- G. **New Business**
 - 1. *Budget Adjustments for FY27
- H. **Project Reports**
 - 1. Technical Services Update
- I. **Director's Update**
- J. **Adjourn**

Next CEO Board meeting is July 16, 2026 at 1:30pm

* Requires Action

**Washington County
Consolidated Communications Agency**

Minutes

Washington County Consolidated Communications Agency
Chief Executive Officers Board
Meeting Minutes

May 21, 2026

Online using MS Teams/In Person

Present: Keith Mays, Board Chair, City of Sherwood
Erin Calvert, Assistant County Administrator, Washington County
Deric Weiss, Fire Chief, TVF&R
Ernie Happala, Fire Chief, King City

Staff Present: Mark Buchholz, Executive Director
Jennifer Kilcoin, HR Manager
Barbi Denman, Administrative Specialist
Amanda Kasmeyer, Accounting Technician

A. Call to Order

Chair Mays called the meeting to order at 1:30 pm.

B. Roll Call

C. Approval of Meeting Minutes

April 16, 2026 meeting minutes.

Calvert moved to accept the April 16, 2026 minutes as presented. Second by Happala.

Mays-aye

Calvert-aye

Weiss-aye

Happala- Aye

All were in favor and the Motion carried unanimously.

D. Public Comment - None

E. Written Communication – None

F. Finance Report (Buchholz)

Buchholz presented the April 2026 financials. Expenses were typical this month with everything on schedule for the month.

Happala moved to accept the April Financial Summary as presented. Second by Calvert.

Mays-aye

Calvert-aye

Weiss-aye

Happala- Aye

All were in favor and the Motion carried unanimously.

G. New Business

1. Agenda Bill - Compensations Study for seven non-rep & manager classifications.

The agenda bill is addressing the seven remaining classifications evaluated under the hybrid approach, which are likely to compete across employment sectors in the area. The classifications are: Accounting Specialist, Accounting Technician, Administrative Specialist, Chief Financial Officer, Custodian, Human Resources Manager, and Technical Services Manager.

All of these positions have the likely hood of comparators within the neighboring agencies, outside of 911. However, only available salary survey data was used to arrive at the comparator information, not neighboring agencies. Through the evaluation and the research that was done by HR Answers, two positions identified as being behind the market.

- HR Manager position was identified to be 9.7% behind the market.
 - Recommendation is to raise the top step of the salary range to \$159,502 and to create a six step salary range for the position, to be consistent with other positions in the agency.
- The second recommendation is to move the incumbent employee into the nearest step, which would not create a reduction in their salary, for the newly adjusted range for the classification.
 - The third recommendation is to make any increase retro-active to January 1, 2026.

The other position identified below market is the CFO position. The same three recommendations exist for the **CFO** position.

- The market data for the CFO position indicates our current range is 24.5% behind the market After much discussion with HR Answers, Buchholz would like to follow one of HR Answers solutions, and recommends moving the CFO range up by 10%, to a max of \$175,482 and create six steps for the range, placing the incumbent employee into the nearest step, which would not create a reduction in their salary, for the newly adjusted range for the classification.
 - The third recommendation is to make any increase retro-active to January 1, 2026.
- . It is also recommended that the CFO position be revisited a year from now in July of 2027.

Financial Impact:

As proposed, this action would increase the Agency's salaries and benefits expenses by about \$9,160 for the remainder of the current fiscal year. There is sufficient budget authority and fund balance to absorb this cost in the current fiscal year. This decision/action was already included in the proposed budget for FY27.

Question from Weiss -if we put the HR Manager to the closest range, does that put them at the top of the range? No, it would put the incumbent into step five, with a five percent step to the still at the top of the range.

Weiss moved to approve the recommended agenda bill with the proposed changes.
Second by Calvert.

Mays-aye

Calvert-aye

Weiss-aye

Happala- Aye

All were in favor and the Motion carried unanimously.

H. Technical Services Update (Buchholz)

Activity and Project highlights:

Radio Update:

- Preparing with Motorola to do a bi-annual, full system upgrade, week of the June 15th.
 - WCCCA has paid for ten years of maintenance and upgrades.
 - This will be the second upgrade since WCCCA went to the new system.
- Normal preventative maintenance is going on with Motorola at radio sites.
 - Completed forty, last few sites to be done after the snow melts.
- WAVE: (Cellular connection to radio)
 - This was traditionally managed by Motorola.
 - Motorola has developed and pushed out to the system owners, so now WCCCA will be maintaining, while confirming users from their legal licenses.
 - WCCCA has a license for 500 and only have 113 in place on Clackamas side.
 - These licenses are \$156 a year. We have notified Clackamas, they can lease these licenses form us for \$75 a month.
- BAD/DAS:
 - There is a new OLCC facility in Canby. The Canby radio site was found to have overwhelming coverage and left the BDA offline.
- Others/Reminders:

- WCCCA has prepaid through the Bond Project, 10 years of maintenance and upgrades with Equature (Recorder for Voice and data).
- Upgrade to occur July 14th, 2026.
- Buried Cable:
 - WCCCA recently learned that ORS has a rule for private utility owners.
 - It indicates that if you are a private utility owner and you have underground utilities in the public right of way, you need to file with “Locate or call 811”, the state managed system.
 - The US Forest Service hired a contractor to do salvage logging at one of the Clackamas radio sites. The logging company damaged the road. A sub-contractor came in to repair the road.
 - During the process of digging/replacing the culvert, they inadvertently dug up a C-800 power cable.
 - It was expected that they would pay for the repairs. The repair was to replace 500 feet of underground cable, costing \$75,000/C800.
 - They have denied the claim, stating they contacted Locate and there was only one vendor, unknown to WCCCA. That vendor apparently abandoned the utility.
 - C800 is having an Attorney look into the matter. The expense is a c800 expense.

Buchholz would like the Board to know that WCCCA has underground power cables as well. We currently do not see or currently have any issues, just something to be aware of.

WCCCA has initiated a project to digitalizing GPS locations of all our underground cables. We will be submitting these findings to “Locate/811”.

In regards to the US Forest Service, a question we still cannot answer, is it a public right of way? Unfortunately for WCCCA, the contractor who put in the gate had it locked, which is not public access. However, the gate is NOT locked now and is open to public access.

Facilities Update:

- Currently replacing/repairing roofs on the Thermal Bond shelters.
- Eight were damaged or no holding up well.
- Four on the WCCCA side have been taken care of. Four more on the C800 side to be worked on.
- A transfer switch failed at the Sandy radio site.

Information Technology Update:

- Planning to upgrade the CAD system in November of this year.
- The upgraded system is installed in the “test” system.
 - Testing is being completed by both WCCCA operations and field staff.
 - Problems have been identified and worked on.
 - One item, which is the State’s LED message switch, which is critical for law enforcement. This was actually identified last November. Central Square told us they would delivery by March 31st, 2026. The most recent promise from Central Square is delivery in the second quarter (June 30th). If not delivered, this could be a potential show stopper.
 - We have issued a letter, requesting to meet with their leadership.

Chair Mays questioned if the failed Columbia County measure for 9-1-1 services would have an effect on WCCCA. Buchholz replied that it may have an indirect impact do to Columbia County being partners on the CAD system.

I. Director’s Update (Buchholz)

Staffing: See attached

- Thank you to the Board Members and their Agencies who participated in National Telecommunicator week. It is a well-received recognition week.
- Air Show – went well
- Canine Trails – went well.

AI (Aurelian)

- Pressing forward on the Non-Emergency Call Taking AI
- Incredible Customer Service!
 - Aurelian will be on-site next week to begin internal staff training.
 - Target cut-over day is June 10th.
 - Light testing to take place, periodically.
- Clark County has selected the same vendor and should be be fully online this weekend.
- WCCCA’s PIO team is working with the Counties PIO group, on how we share this information with the Community.

Dundee Fire:

- Buchholz became aware that WCCCA was dispatching Dundee Fire, which includes the city of Dundee’s Fire Department, who sub-contracts with the Dundee Rural Fire Protection District.
 - WCCCA has been dispatching for them for about nine years and there has been no problem.

- As we researched to find any documentation authorizing the dispatch of Dundee Fire, Chief Weiss was able to provide an agreement that TVF&R has with Dundee Fire indicating WCCCA will provide dispatch services.
- After review of Board Meeting minutes, CEO and BOC, there appears to be no approval by the WCCCA Board authorizing dispatch of Dundee Fire.
- Staff will further research and provide the pros and cons of the different options possible to resolve this issue.

J. Adjourn

The meeting was adjourned at 1:55 pm

Next CEO meeting is June 18, 2026 at 1:30 pm.

**Washington County
Consolidated Communications Agency**

Financial Report

WCCCA

General Fund

91.7%

	L	U	V	W	X	Y	Z	AA	AB	AC
	Actuals FY25	Actuals March	Actuals April	Actuals May	Projected June	Actuals FY26YTD	Projected FY26	Budget FY26	proj. budget variance	% budget
5 911 Telephone Tax	5,583,213	-	-	1,420,243	-	5,652,778	5,652,778	5,475,000	177,778	103.2%
6 Interest Income	513,028	35,224	33,994	35,257	35,000	428,330	463,330	400,000	63,330	107.1%
7 Member & Associate User Fees	11,651,561	1,047,601	1,047,601	1,047,601	1,047,601	11,523,615	12,571,216	12,571,204	12	91.7%
8 C800 Contract Revenue	1,129,486	104,999	104,999	104,999	104,999	1,154,987	1,259,986	1,259,984	2	91.7%
9 EMS Dispatch Fees	700,000	57,589	57,589	57,589	57,589	633,474	691,062	691,062	-	-
10 Non-Member Contract Revenue	157,955	17,147	17,147	17,147	18,000	193,713	211,713	223,198	(11,485)	86.8%
11 Maintenance - Members	87,299	-	6,459	-	1,500	31,256	32,756	20,000	12,756	156.3%
12 Maintenance -C800	23,319	-	590	-	500	9,615	10,115	10,000	115	96.1%
13 Maintenance - Non-Members	7,082	-	4,003	-	333	15,747	16,080	4,000	12,080	393.7%
14 Tower Site Rent	41,779	-	-	-	-	128,045	128,045	109,372	18,673	117.1%
15 Insurance Claims	-	-	-	-	-	40,467	40,467	-	40,467	-
16 Miscellaneous Revenue	148,613	2,238	2,637	27,430	2,800	180,525	183,325	202,944	(19,619)	89.0%
17 Pass Through	(28,581)	(4,619)	490,521	(1,954)	-	17,722	-	-	-	-
19 Total Revenue	20,014,754	1,260,179	1,765,540	2,708,312	1,268,322	20,010,272	21,260,872	20,966,764	294,108	95.4%
21 Personal Services	15,915,524	1,438,561	1,431,155	1,453,289	1,489,737	15,397,008	16,886,745	19,280,416	2,393,671	79.9%
22 Materials and Services	2,655,591	153,680	85,975	164,836	331,945	2,706,698	3,038,642	4,696,548	1,657,906	57.6%
23 Capital Outlay	652,247	52,876	-	22,098	290,125	785,605	1,075,730	1,308,400	232,670	60.0%
24 Other, incl. Transfers	1,575,000	-	-	-	-	1,100,000	1,100,000	1,100,000	-	-
25 Debt Service	130,975	1,363	962	1,426	35,667	104,539	140,205	153,495	13,290	68.1%
26 Total Operating Expense	20,929,337	1,646,480	1,518,092	1,641,649	2,147,474	20,093,849	22,241,322	26,538,859	4,297,537	75.7%
29 NET GAIN (LOSS)										
30 Beginning Fund Balance	11,302,866	9,376,898	8,990,597	9,238,045	10,304,708	10,388,285	10,388,285	10,388,285	-	-
31 Net Operating Gain (Loss)	(914,583)	(386,301)	247,448	1,066,663	(879,152)	(83,577)	(980,451)	(5,572,095)	-	-
32 Accounting Adjustment	2	-	-	-	-	-	-	-	-	-
33 Ending Fund Balance	10,388,285	8,990,597	9,238,045	10,304,708	9,425,556	10,304,708	9,407,834	4,816,189		
35 Fund Balance Policy	4,542,059	4,207,047	4,207,047	4,207,047	4,207,047	3,752,234	3,752,234	4,981,347	-	-
36 Unassigned Fund Balance	5,846,226	4,783,550	5,030,998	6,097,661	5,218,510	6,552,474	5,655,600	(165,158)	-	-
37 Ending Fund Balance	10,388,285	8,990,597	9,238,045	10,304,708	9,425,556	10,304,708	9,407,834	4,816,189		
39 FTE	88.00	91.90	91.20	89.90		89.90		106.60		

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6/10/2026

WCCCA

Capital Projects Fund

	L	U	V	W	X	Y	Z	AA
FY26	Actuals FY25	Actuals March	Actuals April	Actuals May	Projected June	Actuals FY26YTD	Projected FY26	Budget FY26
1 Interest Income	33,261	2,288	2,208	2,208	2,200	27,743	29,943	-
2 Intergovt'l Contracts	-	-	-	-	-	-	-	-
3 Wash. Cty. 2016 Bond Rev.	-	-	-	-	-	-	-	-
4 Transfer In	1,575,000	-	-	-	-	1,100,000	1,100,000	1,100,000
5 Total Revenue	1,608,261	2,288	2,208	2,208	2,200	1,127,743	1,129,943	1,100,000
6 Materials and Services	-	-	-	-	-	-	-	-
7 Capital Furniture	-	-	-	-	-	-	-	-
8 Wash. Co. Bond Cap. Exp.	-	-	-	-	-	-	-	-
9 Building Equipment	-	-	-	-	-	-	-	-
9 Total Operating Expense	-	-	-	-	-	-	-	-
NET GAIN (LOSS)								
10 Beginning Fund Balance	920,639	3,649,938	3,652,226	3,654,435	3,656,643	920,639	2,528,900	2,528,900
11 Net Operating Gain (Loss)	1,608,261	2,288	2,208	2,208	2,200	1,127,743	1,129,943	1,100,000
12 Accounting Adjustment	-	-	-	-	-	-	-	-
13 Ending Fund Balance	2,528,900	3,652,226	3,654,435	3,656,643	3,658,843	2,048,382	3,658,843	3,628,900

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**Washington County
Consolidated Communications Agency**

New Business Items

WASHINGTON COUNTY CONSOLIDATED COMMUNICATIONS AGENCY
CHIEF EXECUTIVE OFFICER'S BOARD

Agenda Date: 18 June 2026

Agenda Item: Items for the FY 2026-207 Budget

Background:

Oregon Budget Law requires a public hearing on the budget forwarded from the Budget Committee. WCCCA is not required to follow budget law but strives to follow closely. A public hearing for the proposed 2026-2027 (FY27) budget has been advertised. After the public hearing is closed, the Board of Commissioners (BOC) may proceed with the considerations to formally adopt the budget.

The Agency's proposed budget for FY27 was presented to WCCCA Stakeholders on January 22, 2026 and was previewed by the CEO Board on February 19, 2026. Then budget was then presented to the WCCCA Budget Committee at its meeting on the same day and recommended for adoption to the BOC. A table including a column for the budget approved by the Budget Committee is presented on page 2 of this agenda bill.

Subsequent to the approval, the Agency has identified the need for additional General Fund (GF) appropriations for the FY27 budget. This need is based on projects which have been previously budgeted but will not be completed by the end of the current fiscal year or have otherwise arisen since the development of the budget and the Budget Committee's review and approval in February.

Budget Impact:

The Citizen Input Transcription /Translation Project is the final piece of the Vesta Upgrade project, budget in FY26. Vesta Mapping expends mapping functionality in dispatch to remaining dispatch positions without the functionality. Facility sidewalk work refers to concrete work around the WCCCA building which is weather dependent and was previously budgeted in FY26 but will also not be completed by the end of the fiscal year. Prism maintenance is work relating to the paging system.

Item	Change for FY27
Citizen Input Transcr./Translation	100,000
Vesta Mapping	96,000
WCCCA Facility Sidewalk Work	25,000
Prism Maintenance	16,000
	<hr/>
	\$ 237,000
Materials & Services	16,000
Capital Outlay	221,000
Total	<hr/>
	\$ 237,000

Fiscal Impact:

If approved, this agenda bill will not change Budget Committee’s recommended member rates for the FY27 budget. The additional expenditures are anticipated to be covered by the ending fund balance projected for FY26. Depending on the Agency’s financial performance in FY27, adding these additional expenses could put pressure on Member fees in the FY28 budget. If the Agency realizes sufficient savings in FY27, the impact of these expenditures may be negligible for Member fees for the FY28 budget.

	FY27 Bud. Com. Approved	FY27 Appropriation increase	FY27 Revised & Proposed for Adoption
General Fund			
Beginning Working Capital	7,080,247		10,304,708
Revenue			
Member & Assoc. User Fees	13,260,543		13,260,543
911 Telephone Tax	5,475,000		5,475,000
C800 Contract	1,346,553		1,346,553
all other revenues	1,762,485		1,762,485
Total Revenues	<u>21,844,581</u>		<u>21,844,581</u>
Total Resources	28,924,828		32,149,289
Expenditures			
Personal Services	20,243,117		20,243,117
Materials & Services	4,882,323	16,000	4,898,323
Capital Outlay	1,077,700	221,000	1,298,700
Transfer (out)	1,000,000		1,000,000
Debt Service	173,438		173,438
Total Expenditures	<u>27,376,578</u>	<u>237,000</u>	<u>27,613,578</u>
Fund Balance			
Contingency	4,301,012		4,301,012
Unappr. Ending Fund Balance	(2,752,762)		234,699

Staff Recommendation:

Staff recommends the CEO accept the revision of the FY27 proposed budget and endorse the change in requested appropriations for approval by the Board of Commissioners.

Attachments:

A detail of GF expenditures, as revised, is provided following this bill. Please note that contingency and unappropriated ending fund balance are not included on the line item budget for GF expenditures.

WCCCA
GF Roll Up

FY27 Budget

	I	J	X	Y	A	AA	AB
	Actuals	Preliminary	Projected	Budget	Budget	Budget	Pct.
	FY24	FY25	FY26	FY26	FY27	Δ	Δ
5001 ADMIN-SALARIES & WAGES	3,506,618	3,753,736	4,639,993	4,922,475	5,290,978	368,503	7.5%
5002 UNION-SALARIES & WAGES	4,733,160	5,053,153	4,803,299	6,241,692	6,540,835	299,143	4.8%
5015 VACATION PAYOUT	220,050	142,287	96,916	37,994	40,000	2,006	5.3%
5120 OVERTIME PAY	975,194	1,312,676	1,281,948	580,500	565,500	(15,000)	-2.6%
5121 COMP TIME	61,267	26,843	86,704	123,000	121,500	(1,500)	-1.2%
5130 CELL PHONE ALLOWANCE	16,000	9,400	10,100	17,000	17,000	0	0.0%
5201 PERS CONTRIBUTION	2,663,261	2,869,015	3,274,190	3,506,364	3,783,182	276,819	7.9%
5203 FICA/MEDICARE	710,137	770,639	827,860	897,689	944,538	46,849	5.2%
5204 OREGON PAID LEAVE TAX	36,662	40,264	44,854	47,691	50,303	2,612	5.5%
5206 WORKERS COMP	24,855	28,800	28,639	72,118	59,502	(12,616)	-17.5%
5207 TRIMET TAX	62,099	69,227	70,831	94,584	81,615	(12,968)	-13.7%
5210 HEALTH INSURANCES	1,787,723	1,856,471	2,044,789	2,496,832	2,505,077	8,245	0.3%
5230 DEFERRED COMPENSATION MATCH	79,953	88,488	103,010	114,446	118,713	4,266	3.7%
5240 LIFE/DISABILITY/VEBA	74,189	73,202	85,054	106,881	103,574	(3,307)	-3.1%
5250 UNEMPLOYMENT INSURANCE	-	-	(4,414)	10,000	10,000	0	0.0%
5295 VEHICLE ALLOWANCE	10,800	10,800	10,700	11,150	10,800	(350)	-3.1%
5300 DEPARTMENT SUPPLIES	66,264	44,923	48,178	41,000	53,000	12,000	29.3%
5301 RADIO SUPPLIES (no longer in use)	-	-	0	0	0	0	
5302 TRAINING SUPPLIES	1,851	3,896	2,038	2,500	4,000	1,500	60.0%
5303 UNIFORMS	33,067	32,871	37,983	41,250	41,475	225	0.5%
5310 BACKGROUND INVESTIGATIONS	-	-	0	0	0	0	
5313 EMPLOYMENT TESTING	12,246	18,377	20,954	21,500	30,100	8,600	40.0%
5315 TUITION REIMBURSEMENT	-	-	0	0	0	0	
5323 FOOD/REFRESHMENTS	6,659	9,164	11,545	13,150	14,250	1,100	8.4%
5330 NONCAP FURNITURE, EQUIP & TOOL	39,193	15,692	31,043	45,935	66,835	20,900	45.5%
5332 OFFSITE STORAGE	-	-	13,000	0	13,000	13,000	
5335 COMPUTER HARDWARE & SUPPLIES	13,745	14,634	34,409	45,835	86,869	41,034	89.5%
5336 MAJCS CAD TECHNOLOGY	329,315	207,579	5,189	104,300	120,450	16,150	15.5%
5340 SOFTWARE UPGRADES	83,374	11,685	9,238	0	44,133	44,133	
5350 FUEL	34,718	41,497	39,273	47,500	49,000	1,500	3.2%

WCCCA
GF Roll Up

FY27 Budget

	I	J	X	Y	A	AA	AB
	Actuals	Preliminary	Projected	Budget	Budget	Budget	Pct.
	FY24	FY25	FY26	FY26	FY27	Δ	Δ
5360 M & R EQUIPMENT REPAIR	82,731	90,283	58,319	54,000	59,000	5,000	9.3%
5361 M & R WCCCA BUILDING	332,396	258,087	178,216	196,480	128,900	(67,580)	-34.4%
5362 M & R TOWER SITES	195,289	110,565	273,321	378,250	275,000	(103,250)	-27.3%
5363 M & R VEHICLES	32,959	20,427	16,292	15,000	22,800	7,800	52.0%
5367 LEASED/RENTED EQUIPMENT	-	-	0	0	0	0	
5368 SOFTWARE MAINT. AGREEMENTS	252,728	535,101	1,196,510	1,235,722	1,167,948	(67,774)	-5.5%
5400 INSURANCE	194,796	200,208	209,357	225,000	235,000	10,000	4.4%
5410 LEGAL SERVICES	65,235	109,238	208,431	200,494	335,380	134,886	67.3%
5412 AUDIT FEES	35,960	39,260	63,000	50,000	50,000	0	0.0%
5414 PROFESSIONAL SVC CONTRACTS	340,936	339,517	973,295	1,077,263	1,133,854	56,591	5.3%
5416 BUILDING MAINTENANCE	-	-	0	0	0	0	
5430 TELEPHONE	155,947	157,789	158,586	162,906	168,464	5,558	3.4%
5431 ADMIN. TELEPHONE	-	-	2,000	3,000	0	(3,000)	-100.0%
5432 HEAT/ENERGY	5,773	6,966	7,585	10,080	10,584	504	5.0%
5433 ELECTRICITY	183,895	200,656	245,410	289,800	310,086	20,286	7.0%
5434 WATER/SEWER	40,119	43,527	45,957	38,430	40,352	1,922	5.0%
5436 GARBAGE	3,546	3,741	4,477	38,000	39,900	1,900	5.0%
5445 RENT FOR SITE LEASES	-	-	0	0	0	0	
5461 TRAINING	23,744	16,610	40,469	49,155	71,365	22,210	45.2%
5462 TRAVEL EXPENSE	23,520	13,754	56,095	68,050	68,800	750	1.1%
5472 EMPLOYEE RECOGNITION/AWARDS	5,705	2,410	15,385	21,900	24,400	2,500	11.4%
5481 COMMUNITY EDUCATION	620	2,352	4,136	4,500	4,500	0	0.0%
5500 SUBSCRIPTIONS	16,979	78,140	179,624	176,106	181,895	5,789	3.3%
5505 MEMBERSHIP DUES	5,434	13,759	17,307	11,882	16,481	4,599	38.7%
5510 SHIPPING & POSTAGE	4,525	5,016	6,886	6,500	8,000	1,500	23.1%
5515 BANKING & LATE FEES	0	1	5,333	8,000	8,000	0	0.0%
5569 BAD DEBT EXPENSE	-	-	667	1,000	1,000	0	0.0%
5570 MISC BUSINESS EXPENSE	5,000	5,000	6,667	10,000	10,000	0	0.0%
5571 RETREAT EXPENSE	-	-	0	0	0	0	

WCCCA
GF Roll Up

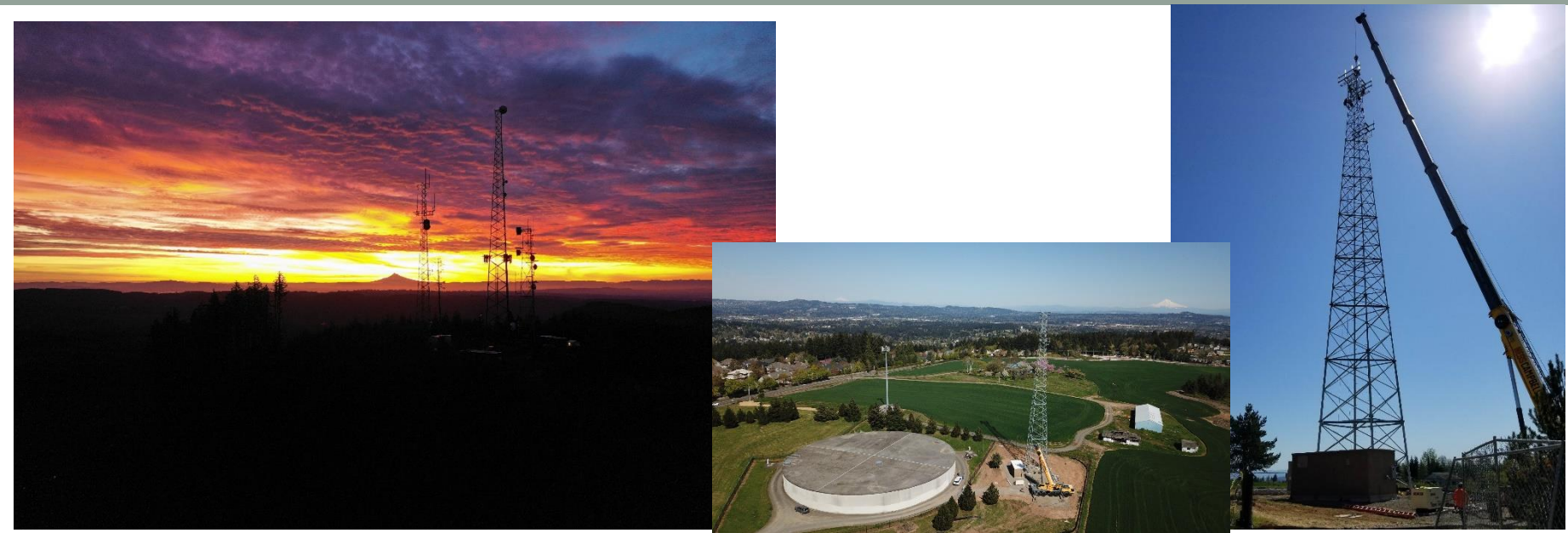
FY27 Budget

	I	J	X	Y	A	AA	AB
	Actuals	Preliminary	Projected	Budget	Budget	Budget	Pct.
	FY24	FY25	FY26	FY26	FY27	Δ	Δ
5572 ADVERTISING/PUBLIC NOTICES	2,589	2,866	2,257	2,060	3,502	1,442	70.0%
5610 BUILDING IMPROVEMENTS	185,817	139,678	310,161	308,700	121,200	(187,500)	-60.7%
5615 VEHICLES	38,799	107,924	56,250	75,000	113,000	38,000	50.7%
5630 OFFICE FURNITURE & EQUIPMENT	4,246	19,871	13,333	15,000	17,500	2,500	16.7%
5645 SHOP EQUIPMENT	24,700	-	139,798	181,700	64,000	(117,700)	-64.8%
5650 COMMUNICATIONS EQUIPMENT	165,970	384,774	793,283	728,000	983,000	255,000	35.0%
5660 COMPUTER EQUIPMENT			0			0	
5800 TRANSFERS OUT TO OTHER FUNDS	-	1,575,000	1,100,000	1,100,000	1,000,000	(100,000)	-9.1%
5850 DEBT SERVICE (LEASE EXPENSE)	155,875	130,975	150,132	153,495	173,438	19,943	13.0%
Total GF Expense	18,168,235	21,118,814	24,195,865	26,538,859	27,613,578	1,074,719	4.0%
Salaries & Wages	9,512,289	10,298,095	10,918,960	11,922,661	12,575,813	653,152	5.5%
Benefits	5,449,678	5,806,906	6,485,513	7,357,755	7,667,304	309,549	4.2%
Materials and Services	2,630,860	2,655,591	4,228,434	4,696,548	4,898,323	201,775	4.3%
Capital Outlay	419,532	652,247	1,312,826	1,308,400	1,298,700	(9,700)	-0.7%
Other, incl. Transfers	-	1,575,000	1,100,000	1,100,000	1,000,000	(100,000)	-9.1%
Debt Service	155,875	130,975	150,132	153,495	173,438	19,943	13.0%
Total GF Expense	18,168,235	21,118,814	24,195,865	26,538,859	27,613,578	1,074,719	4.0%

A:\Finance\Budget\FY 26-27\

**Washington County
Consolidated Communications Agency**

Project Reports



WCN SYSTEMS

Technical Services

Manager: Jennifer Reese (Interim)

Radio: Curtis Floyd

Facilities: Ted Leach

IT: Justin Haines

Activity for: May 2026



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C800 Group



Radio Team

Activity and Projects:

- Motorola Projects: May Monthly patching complete. JUNE 15-26, 2026-full system upgrades.
- JOT Form: on-line. <https://forms.office.com/g/uY1tn0sbbK> (QR Code can be provided)
- Site Preventative Maintenance: Motorola completed 45 sites to date.
- Station Alerting: Reminder: USDD Approved Vendors and WCCCA are only personnel allowed to work on ATX or peripherals.
 - Upgrading ATXs to correct a bug in software and align all stations to same software. Working with USDD on upgrades.
- Backhaul: WCCCA will begin backhaul switch firmware updates. No impact to users, we'll coordinate with third party system users for outages (PGE, ODOT, Trimet, etc)
- Microwave: TIMB<>GOAT Frequency change, scheduled.
 - MW annual PMs scheduled for July 20, expected to take approximately 3 weeks.
- Member Agency (WCN) Preventative Maintenance
 - CCSO is continuing to cycle radios into WCCCA for PM
 - WCSO planning phase for large scope project, July 2026
- DVRS: LOPD (One test vehicle set up); HBFD DVRS completed.
 - HBPD DVRS- Reprogramming updates to portables with approx 21 left to complete.
- WAVE (Mobile Devices Radio Use):
 - Working with Motorola on new WAVE Management tool. We're loading tool with Talkgroups and building baseline system. We'll have outage for WCCCA users. We'll communicate with our POC and users via provided emails.
 - TAC approval for WC Templates, and C800 Board approval for CC Templates.
 - CCSO-New account setup, working with rep on loading tool
- BDA/DAS- Projects in progress as they arise.
 - Beaverton High School and BVSD Capital Center completed in May, others as they arise.
- OTHERS and REMINDERS:
 - WCCCA Equature upgrades July 14. CCOM scheduling as well.
 - USFS requesting as built and locates for Memaloose, Whalehead, Oak Grove, and TDH. We'll provide GPS and
 - Working with Slatercom on tower lighting and FAA/ODVA assessments for multiple C800 sites and WCCCA Pinefarm filing.

Facilities Team

Activity and Projects:

- Pine Farm Facility
 - The potable water storage tank was cleaned and inspected in May. The next annual inspection will require some maintenance on the inside coating of the tank.
 - Entrance Controls/Christenson Electric has been contracted to replace all biometric readers during June. New readers will be card + PIN and will directly interface with our access control system, eliminating the need and expense for two separate systems.
- Site Maintenance Status
 - Griffith Roofing will be completing The Sandy and Crutcher Bench sites before June 30th.
 - Radio site maintenance for May was completed in both counties TDH will be visited in June as the road is now open.
- Site Power Status
 - A few bad cells will be replaced in battery stacks at several C800 site locations during early June. There should be no impact to users.
- Site Security Status
 - USFS road gates were found left open on the road to Oak Grove Butte. USFS was notified.
 - The landowner reported another occurrence of the Crutcher Bench gate being left unlocked in our easement during May. BLM and others were notified to request their contractors double check locks when entering and leaving.
- Vehicles
 - The 2026 Explorer is being outfitted with a radio. Final upfitting should be completed in June.
- Special Projects
 - No new updates.

Information Technology Team

Activity and Projects:

- **CAD Maintenance**
 - May CAD Maintenance was successful with all systems receiving latest security patches.

- **CAD Services**
 - Ongoing work with CST for upgrades discussion.
 - MAJCS Tech and Ops meetings are ongoing with role assignments and noting milestones with possible roadblocks. User meeting identified concern regarding timelines for end user training.

 - CST and Motorola working on APIs for interfaces
 - Aurelian Non Emergency AI Call taking testing is moving along. Go-Live is scheduled for June 10th.

- **IT Services**
 - WCCCA is moving to the final steps of migrating to our new work order tool.
 - We will be contacting user agencies to confirm user account for requestors and SPOCs for our IT and Radio Teams
 - PC Refresh is completed

**Washington County
Consolidated Communications Agency**

Staffing

Director’s Monthly Staffing Report

Period: May 16, 2026 – June 12, 2026

Staffing Levels

	Call Takers & Dispatchers	Operations Supervisors and Support (Supervisors, Training, Records)	Technical Services (Radio, Facilities, IT)	Admin (Leadership, Finance, HR)	Total
Current Staff	53	11	18.5	8.1	90.6
Current Vacancies (recruiting)	14				14
Current Vacancies (on hold)		1	1		2
Budgeted Staff	67	12	19.5	8.1	106.6

Details for Vacancies	Dispatchers & Call Takers	Shift Supervisor	Tech Services Manager	
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Staffing Activities

- Three Trainees (0 on phones + 3 on radios). *Trainees are included in the “Current Staff” count above*
- Two Call Takers heading into PD training; focus on PD training as quickly as possible
- Six conditional offers for July hiring including one lateral (in background/psych now)
- Onsite interviews being scheduled for most recent posting for week of June 15th
- Returning to hiring Police Dispatcher-Trainees for a period of time (vs. Call Taker only); anticipate this will decrease training time to backfill PD positions.
- Returning to a bifurcated psychological evaluation process; conducting “suitability” screening before background and full psych evaluation to help reduce possible unsuccessful candidates progressing to later stages of the hiring process