

# MEETING MINUTES

TUMWATER PUBLIC HEALTH & SAFETY COMMITTEE  
May 12, 2026



**CONVENE:** 4:00p.m.

**PRESENT:** Chair Kelly Von Holtz, and Councilmembers Brandon Weedon and Meghan Sullivan

Staff: Fire Chief Brian Hurley, Deputy Fire Chief Shawn Crimmins, City Attorney Karen Kirkpatrick, City Administrator Paul Simmons, Administrative Services Director Michelle Sutherland, Finance Director Troy Niemeyer and Administrative Manager Erika Stone

**APPROVAL OF MINUTES:** **Councilmember Weedon moved, seconded by Councilmember Sullivan, to approve the minutes of March 10, 2026, as presented. A voice vote approved the motion.**

**MEMORANDUM OF UNDERSTANDING WITH THE PORT OF OLYMPIA FOR AIRCRAFT RESCUE AND FIREFIGHTING RADIO EQUIPMENT:** Deputy Chief Crimmins presented the Aircraft Rescue and Firefighting (ARFF) Radio Equipment Memorandum of Understanding (MOU) with the Port of Olympia. The purpose of the agreement is for the Port of Olympia to provide radio equipment for the airport when we provide coverage during the Airshow. Federal Aviation Administration (FAA) requires ARFF standby for events at the airport and it will also help us communicate with other partners at the airport such as Airlift NW, and the tower.

**MOTION:** **Councilmember Sullivan moved, seconded by Councilmember Weedon, to place the MOU with the Port of Olympia for Aircraft rescue and firefighting radio equipment on the City Council Consent Calendar on May 19, 2026, with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.**

**ORDINANCE NO.  
2026-O15 TMC  
2.10.040 CHIEF OF  
POLICE  
APPOINTMENT AND  
DUTIES:**

Director Sutherland presented Ordinance No. O2026-015, Tumwater Municipal Code (TMC) 2.10.040 Chief of Police Appointment and duties. Across Washington, a growing number of municipalities use a mayor appointment and a council confirmation structure for critical executive leadership positions. Staff proposes amending the ordinance language to require that these appointments be subject to confirmation by a majority vote of the City Council. This change increases transparency and allows broader representation and confidence in leadership.

**MOTION:**

**Councilmember Weedon moved, seconded by Councilmember Sullivan, to place Ordinance No. O2026-015, TMC 2.10.040 Chief of Police Appointment and Duties on the May 19, 2026, City Council Considerations Calendar with a recommendation to adopt. A voice vote approved the motion unanimously.**

**INTERLOCAL  
AGREEMENT WITH  
ADMINISTRATIVE  
OFFICE OF THE  
COURTS:**

Director Niemeyer presented a Interlocal agreement with the Administrative Office of the Courts (AOC). The purpose of this renewal agreement is to share information with the AOC. We still process traffic violations and this gives us access to AOC software systems and hardware provided at no charge to ensure we have a secure connection.

**MOTION:**

**Councilmember Sullivan moved, seconded by Councilmember Weedon, to place the Interlocal Agreement with the Administrative Office of the Courts on the May 19, 2026, City Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.**

**TRAFFIC AND  
CRIMINAL SOFTWARE  
(TRACS) RECORDING  
SHARING  
AGREEMENT WITH  
WASHINGTON STATE  
PATROL:**

Acting Chief Quiles presented an agreement with the Washington State Patrol (WSP) for Traffic and Criminal Software Recording Sharing (TRACS) software. The purpose is to provide the city access to the WSP traffic and criminal software. The agreement defines roles and expectations regarding the software and processes for records sharing, practices and the method for resolving issues.

**MOTION:**

**Councilmember Weedon moved, seconded by Councilmember Sullivan, to place the Traffic and Criminal Software Record Sharing Agreement with Washington State Patrol on the May 19, 2026, City Council Consent Calendar**

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**with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.**

**ADJOURNMENT:**

**With there being no further business, Chair Von Holtz adjourned the meeting at 4:18p.m.**

Prepared by Erika Stone, Administrative Manager