



METCOM 9-1-1

BOARD MEETING MINUTES

January 4, 2016

Members in Attendance:

Jack Carriger
Greg Dyke
Mike Erwert
Jim Ferraris
Jeff Fossholm
Mike Healy
Terrill Isaak
Paul Iverson

Gordy Jensen
Jack Krill
Bill Miles
Dan Mullen
Jon Remy
Don Taylor
Jim Trierweiler
Rod Yoder

METCOM Staff:

Gina Audritsh
Louise Funk
Brad Johnson
Wendy Patterson
John Thompson

METCOM regular Governing Board meeting called to order at 1:14 PM with a quorum met by members present.

Meeting Minutes:

The regular Governing Board Meeting Minutes for June 15, 2016 were presented for approval.

- Motion to approve meeting minutes: Jim Ferraris
- Motion second: Jim Trierweiler
- Motion carried no opposition.

Monthly Financial Review:

The monthly financials for the months of May 2016 through October 2016 were presented for review within the board packet; November 2016 was distributed at the meeting. Gina also advised beginning the July 2016 fiscal year, a "Budget vs Comparison" report will be provided to the board each month to provide a visual of the budget vs actual revenue and expenditures for METCOM.

- Motion to approve the financials: Jeff Fossholm
- Motion second: Bill Miles
- Motion carried no opposition.

Radio Presentation Discussion:

Gina would like to share the full radio consultant report to the board members prior to the board making a decision on a possible radio project direction. Gina also stated it would be important to address the current day to day operations in future radio project discussions. Paul Iverson felt the radio project should be worked on by the board as a whole and not a small committee. Chief Iverson also suggested that METCOM should work with potential partners, such as WVCC, Linn County and the Sheriff's Office, inviting them to participate in future radio project discussions. The board should be looking at what would be best for the agency as a whole moving forward. Chief Jim Ferraris agreed and would like the opportunity to review all the information prior to continuing with the radio project discussion. He also suggested that the board should hear from organizational leadership (ie. Gina/Brad, etc.) and their perspective on the radio project. Chief Jack Carriger agreed with the above statements and also voiced a concern regarding funding for any type of radio project. Chief Carriger suggested looking at the possibility of becoming a special district and/or inviting County Commissioners to a future

meeting to discuss the need for alternative financial support on a this project as it would benefit much of the county.

- Radio Project meeting date – January 31, 2017 at 10:00 am, Silverton Fire Station.

Jeff Fossholm asked if a list of FCC licenses that were out of compliance is included in the full radio project report. Gina advised it is as an attached addendum. Brad Johnson has been working with the FCC to complete applications for LOC to be under METCOM.

Audit Report:

The 2015-2016 Annual Audit report, as well as a synopsis and response, were included in the board packet for review. One board member inquired of line item that showed “overspent.” Gina explained that it is acceptable (but notable) if a line item was overspend as long as the category was within budget.

- Motion to accept the audit: Jim Ferraris
- Motion second: Jeff Fossholm
- Motion carried no opposition.

WVCC/METCOM Workgroup:

WVCC and METCOM met on December 1st, 2016. WVCC is faced with the need to replace their CAD system. They are currently reviewing the Tiberon and Tyler (New World) options. WVCC has an interest in moving to the New World platform so that we would be on the same CAD system. Due to the cost and the need of WVCC to replace their CAD, discussions regarding a CAD to CAD interface have been abandoned. If WVCC were to move to the New World system, further discussions would take place with both boards and administrations.

Backup 911 Center:

METCOM has extended an offer to WVCC to share the backup facility in Stayton. Gina performed a walk thru of the facility with WVCC’s leadership team in early October. This would be an opportunity to continue to build a partnership with WVCC while providing some cost sharing the facility upkeep. A draft copy of a lease agreement was provided in the board packet for review.

General discussion:

- Q - Has the lease agreement been reviewed by WVCC?
A - No. Gina wanted to wait until the METCOM board was able to review for feedback. Once approve by METCOM it would be submitted to WVCC. Mark, with WVCC, needs a document to present to his Board for approval. If approved at WVCC, it would then be submitted to the City of Salem for final approval.
- It was suggested that the lease agreement be presented to legal counsel prior to approval by the METCOM board.

Motion to pend until reviewed by legal counsel: Jim Ferraris

Motion second: Paul Iverson

Motion carried no opposition. Gina will present the lease agreement for legal review.

ORS190 Review Committee:

No movement – topic tabled to next meeting.

Agency Updates:

Admin Business:	Agency stats are posted on the METCOM911.com website.
Text to 911:	The text to 911 is going well. METCOM has received 24 “real” text calls for service. These include; driving complaints, calls for service form the deaf community and calls for service up the canyon.
Agency Goals:	The current agency goals spreadsheet is available in the board packet. In the next 12 months, the board should review the

- current goals and ensure we are on track. The communications goal continues to need attention.
- SDIS: METCOM completed all necessary benchmarks and received the 10% discount points through SDIS.
- CAD 11x Upgrade: The next CAD upgrade will be 11.7. The upgrade includes a long list of items. Some of these items are: A comprehensive GIS update and the ability for the CAD to auto populate the Vehicle and People tabs when a person or plates are ran. The update should be loaded to the METCOM test site for testing this week. The anticipated "go live" date is scheduled for February 28th, 2017. We will communicate with users when the system will be updating as it will be down between five (5) and eight (8) hours.
- QA Meetings: The final draft of the fire "red book" is almost complete and should be ready to present at the next fire/EMS QA meeting. Louise has not received any feedback from law enforcement agencies regarding the draft law "blue book."
Chief Fossholm stated that using the Doodle Pool to schedule QA meetings has been positive, increasing meeting attendance.
- Budget Committee: The budget committee met for a brief budget workshop. Notable item; the Santiam building was paid off in June 2016.

Board Officer Elections:

Board Officer Elections are open for Chair, Vice Chair and 2nd Vice Chair.

Chair: Rod Yoder – nominated by Paul Iverson / 2nd by Dan Mullen

Jeff Fossholm – nominated by Jim Ferraris

Nominations closed. Voted by ballot (Rod Yoder or Jeff Fossholm)

- Rod Yoder – voted into Chair position by ballot.

Vice Chair: Jeff Fossholm – nominated by Paul Iverson / 2nd by Mike Healy

Nominations closed.

- Jeff Fossholm – voted into Vice Chair position

2nd Vice Chair: Jim Ferraris – nominated Jeff Fossholm / 2nd by Mike Healy

Nominations closed.

- Jim Ferraris – voted into 2nd Vice Chair position

Budget Officer Vacancy: Term to end December 2018

METCOM needs to fill two (2) vacancies on the Budget Committee. Budget Committee members need to be members of the METCOM board of directors. The newly elected METCOM Executive Board will serve on the Budget Committee. New members: Jason Millican and Mike Healy.

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| • Don Taylor | • Rod Yoder |
| • Terrill Isack | • Jim Ferraris |
| • Scott Shephard | • Mike Healy |
| • Jeff Fossholm | • Jason Millican |

Round Table: None

Upcoming Board Meeting Dates:

Dates for the 2017 Year Board meetings will be determined via Doodle Pool survey. Meetings will be scheduled for the months of; March, June, September and December 2017.

Meeting adjourned at 1:59 p.m.