

Delaware County 911 Board Minutes
June 6, 2017
Delaware County Commissioners' Meeting Room

In attendance: Tom Homan, Commissioner Gary Merrell, Sheriff Russ Martin, Chief Bruce Pijanowski, Chief Gary Vest, Chief John Donahue, Chief Gary Honeycutt, Trustee Charles Miley, Chief Mike Schuiling, Director Patrick Brandt, Assistant County Administrator Dawn Huston, Matt Fletcher, Jane Hawes and Sheila Perin.

Meeting was called to order by Sheriff Russ Martin at 1:00 PM.

2. Public Comment- no public comment today.
3. Sheriff Martin asked for a motion to approve the minutes from the April 4, 2017 meeting. A motion was made by Chief Vest, seconded by Commissioner Merrell. All voted Aye. Motion carried.
4. Director's report:

Director Brandt reported that the phone system will be upgraded in early July. Dublin/Westerville will be joining our 9-1-1 phone system in early August. The software update will be around the end of July.

Budget figures to date – 54% of estimated expenditures and 50% of revenues; salary figures are at 39%. Mr. Homan suggested that Mr. Brandt include expense/revenue reports when sending electronic minutes.

Mr. Brandt also reported that the busiest hour is at 5:00 pm on Friday. Total number of incoming calls is 42,000. Have received 800 ASAP alarm calls.

5. Committee Reports:
 - a. Technical: No reports
 - b. Standards and Protocols: No reports
 - c. Administrative: No reports
6. Old Business
 - a. CALEA kickoff meeting was held with Dan Shaw. The CALEA process will take approximately two years to complete. No additional updates to report. Can remove this item from the agenda.
 - b. The text to 11 contract is complete. Equipment installation will be in August 2017.
7. New Business
 - a. Chairman Martin discussed replacing Article IV on 911 Board Meetings. Discussion included changing the current schedule of 6 meetings per year to holding quarterly meetings. He asked if there were any comments on changing

the meeting times from 6 to 4 annually. Mr. Homan would like the option of the Chair to call a meeting if necessary. The amendment for by-laws would be worded as follows in Article IV. Meetings: "The Board shall schedule no fewer than **four (4)** regular meetings per year. Special meetings may be called at the request of a board member with proper notification." A quorum of six board members shall be present in order for a meeting to be held. Chairman Martin entertained a motion to reflect the draft. A motion was made by Mr. Homan; seconded by Commissioner Merrell. This change will be effective immediately, but the Board will keep the current schedule for the remainder of 2017. New quarterly schedule will be effective January 1, 2018. Next meeting date is set for August 1, 2017 at 1:00 PM, in the Commissioners' Session Room.

8. There is no need for Executive Session today.
9. Other Business
 - a. Sheriff Martin discussed the Delaware County Law Executives would like to invite fire/EMS personnel to discuss transport of mental health crisis patients at their next meeting.
 - b. Sheriff Martin introduced the topic of an internal work group to see if Alerts can fix their current reporting issues with records management. The working group is going to review the records management system and CAD to ensure the system meet their needs. Mr. Homan indicated the City would be interested working with the Sheriff's Office.
 - c. Director Brandt reported that the union contract expires the end of the year and negotiations will start around October 2017. He also reported that budgets need to be entered this year the first week of October. The Admin committee will meet to discuss budget needs.
 - d. Director Brandt reported the MARCS contract expired the beginning of this month. Director Brandt and Jay Somerville with COIRS are working with MARCS to fit us into one of their new program tiers.
10. With no further business to discuss, Sheriff Martin asked for a motion to adjourn. Chief Vest made the motion, seconded by Trustee Miley. All voted Aye. The motion carried. The meeting adjourned at 1:31 PM.