

## Delaware County 911 Board Minutes

August 4, 2015

### Delaware County Commissioner's Meeting Room

In attendance: Interim Director Patrick Brandt, Chief Bruce Pijanowski, Trustee Charles Miley, Chief Gary Honeycutt, Chief Jeff Wilson, Capt. Scott Vance,, Stephanie Burns, County Administrator Tim Hansley, Commissioner Gary Merrell, Delaware City Manager Tom Homan, Sheriff Russ Martin, and Sheila Perin.

1. Pledge of Allegiance – meeting called to order at 1:00 pm by Chief Pijanowski
2. Public Comment – no public comment.
3. Mr. Homan made a motion to approve the minutes from the June 2, 2015 Board Meeting; Chief Honeycutt seconded the motion. Motion carried.
4. Director's Report – Interim Director Patrick Brandt provided statistics on the phone system. Currently, five 911 employees are going through law enforcement communication training. Three employees are going through EMD. Jeanette Adair is taking all three course and will be taking the instructor's course next. Once completed, she will be able to train staff on the APCO courses in-house. APCO EMD guide cards have been submitted for the final completion of our cards and will then be reviewed by the medical director.

A copy of the state rules were handed out and hopefully will be approved this week. No concerns with our county that Mr. Brandt could see. Two 911 employees will be attending the APCO conference at the end of August. Mr. Brandt attended NENA in Denver in June and also toured their 911 center while there. He presented recognition plaques to the 911 board attendees which he ordered for the Delaware County 911 Center. He would like to work with Mr. Hansley and the commissioners about an area to display them. Also included is an "Employee of the Year" award which will be awarded during telecommunicator week. This has not been done since Larry Fisher was director. Mr. Brandt also reported that full testing of the backup center was completed in June and everything worked fine. He also reported that the QA/QI process has not been done since Bob Greenlaw left. Mr. Brandt obtain information on QA/QI from Brown County and while in Colorado. We are starting our QA/QI process and will be making adjustments as need for our operation as well as working on policies and procedures. 911 is currently down one dispatcher and one supervisor. Last month there were some microwave problems but these have since been resolved. Josh Loney, a 911 employee who recently resigned, recommended during his exit interview that we should quiz 911 employees more on policies. Mr. Brandt reported that Daryl Anderson with Marcs has retired and that Brian Gallagher has returned from his military duty but had to return for another two weeks of military duty in Columbus before completion. He officially returns on August 17.

Emergency Call Works a Motorola Company did a demo of their 911 phone system. Mr. Brandt also discussed 911 texting in Delaware County.

## **Committee Reports:**

**Technical Committee** – no report

**Standards and Protocols** – no report

**Administrative** – Mr. Homan reported that state representative Brenner has introduced a bill and the legislative process for bill adoption will begin in the fall of 2015. He is confident that he can get the measure adopted. If the bill is adopted before the end of the calendar year, it will go into effect and will be put on the commissioners docket for the March 2016 election ballot. We will know more in the fall of 2015 when the process gets started. An advocacy committee has been formed and is ready to get started. State Rep. Brenner has been very helpful and willing to help with this. The levy expires at the end of 2016 so the goal is March ballot.

## **5. Old Business**

- Rep from fire depts. And law enforcement together to build the cards for APCO.
- 6. In the matter of adjourning into executive session for consideration of employment of a public employee or public official. Commissioner Merrell made the motion and Trustee Miley seconded. The Board adjourned into Executive Session at 1:35 pm.
- 7. Sheriff Martin made a motion to adjourn out of executive session; Chief Honeycutt seconded the motion. The Board adjourned out of Executive Session at 1:41 pm.
- 8. Other business – Chief Honeycutt requested the phone stats sent out electronically and Mr. Homan asked if we had a breakdown of the amount of calls on which lines. Motorola. I was also if we could hold a meeting at the backup center.

The next 911 Board meeting will be held on Tuesday, October 6, 2015 at 1:00 pm.

With no further business to discuss, Mr. Homan made a motion to adjourn; seconded by Sheriff Martin. The meeting was adjourned at 1:45 pm.