

# MULTI AGENCY COMMUNICATIONS CENTER

## BOARD OF DIRECTORS MEETING

October 8th, 2020

The Multi Agency Communications Center (MACC) Board of Directors met via teleconference on October 8th, 2020. Chairman Jeremy Burns called the meeting to order at 09:00 am.

Board Members present on the teleconference were:

Jeremy Burns	Grant County Fire Chief's & Commissioner's
Dwight Vander Vorste	EMS Emergency Medical Council
Kieth Siebert	Grant County Police Chiefs
Tom Taylor	Grant County Commissioners
Tom Jones	Grant County Sheriff's Office
Kristine Shuler	Grant County Cities & Towns
Kevin Fuhr	Largest City or Town-City of Moses Lake

Others present were:

D.T. Donaldson	MACC
Christal White	MACC

**PUBLIC COMMENTS:** None.

Roll call was taken.

**CONSENT AGENDA:** Motion was made to accept the Consent Agenda. m/s (Taylor/Jones.) Consent Agenda approved.

**MACC Board REPORTS:**

**ACTIVITY REPORT:** The Director, D.T. Donaldson, reviewed the Director's Activity Report.

Collective Bargaining Agreement (CBA): The CBA was ratified by the Union and at last month's board meeting you ratified the CBA with a verbal report of the redlined contract. Since then we have not heard back from the union or received the completed contract. Kevin Wesley has reached out on our behalf 3 or 4 times but we have heard nothing. Bargaining is complete and we are not sure what the holdup is.

Christal added that the MACC Business Manager resigned and we are not sure but think that may be the cause of the delay.

Hiring: This hiring process has brought a higher than normal number of good applicants. I suspect it has something to do with COVID but we have great candidates. At the end of the first round of interviews we had 5 candidates and we could not come to a consensus. We are going to interview the top 4 candidates with a partially different panel that includes

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someone from Royal Slope Fire & EMS. There is also an essay for the applicants to complete which will offer an additional evaluation tool. I am asking, if we have the opportunity, could we hire 2 people? We have 1 vacancy with Samantha leaving.

Dwight mentioned that he thought the board had approved the 1 over hire.

Jeremy stated that the board had approved the 1 over hire but that it was not in the 2021 budget. Looking at the stats that D.T. provided half of the new hires do not make it through the first year either due to involuntary termination or resignation. I would completely support funding the over hire position and amending the 2021 budget.

We will add the topic to new business.

12-Hour Shifts: When I met individually with the dispatch staff 12-hour shifts were one of the most significant themes I heard from them as something they wanted. I have completed the MOU to move in that direction. I will not introduce it until we have the contract back so we may run out of time. Shift bids start November 1<sup>st</sup> so I am not sure with only 2-3 weeks that we have enough time. I have no personal interest in the 12 hours shift but I know many want them and it is nothing new in this industry. The transition to 12-hour shifts might bring some unintended consequences that we will not know until we move in that direction. I am asking for the boards support to move in this direction if time allows.

Tom Taylor commented that in D.T.'s judgement if he feels it fits, there won't be disruption to service and the dispatchers want it I am okay with it. Keith Siebert agreed.

D.T. added that he cannot guarantee that it will be smooth. There could be unintended consequences but he does have an exit clause in the M.O.U.

Jeremy said D.T. has his support.

Staff: D.T. is meeting one-on-one with admin staff.

Also, introducing the system of accountability at the shift meetings while setting the expectations.

Awards: We had 2 stork awards this month which means a dispatcher delivered a baby with the protocols before the field units arrived. This is a once in a career thing and we have had two this month.

**FINANCIAL REPORT:** The Financial Services Manager, Christal White, provided updates to the financial report.

Emergency Communication Sales and Use Tax: The September 2020 distribution was \$229,075.45. The year to date is \$1,878,274.54. I received an email from Daryl Pheasant and he indicated that the sales tax continues to be 12% higher than last year.

Cash balances: All of the ending account balances were provided as of August 2020.

Income Statements: The Income Statements were reviewed for August 2020.

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The User Fee Income Statement was reviewed and the result was 61.96% of the budget was spent and 66.67% of the year has elapsed. Staffing Expense is spent at 64.05%, Operating Expenses at 47.75%. Professional Services is spent at 103.04% due to higher than budgeted legal costs.

The E911 Income Statement was reviewed and the result was 52.60% of the budget was spent. Staffing Expense is spent at 47.42% and Operating Expenses at 67.42%.

The Sales Tax budget is spent at 36.17%. Staffing Expense is spent at 64.93% and Operating Expenses at 36.07%.

Budgets: I am working on the Fund 135 and Bond Construction Fund budget for 2021 for the county. We really felt the Bond Construction Fund would be gone by now but it looks like we will carry some into 2021.

WCIA: D.T. and I will participate in the annual review and orientation next week.

WA State Auditor: I will participate in the Budgeting, Accounting, Reporting System (BARS) update webinar later in the month. They will go over the updates and changes to the BARS manual and reporting.

**TECHNICAL SERVICES REPORT:** The Director, D.T. Donaldson, provided updates to the Technical Services Report.

Radio System Redesign: The software patch to resolve the "site trunking" and consoles disconnecting was installed. This morning they are making an antenna change in Ephrata.

Spillman: A certificate update was completed.

**PERSONNEL COMMITTEE:** No Meeting-No Report

**EXECUTIVE COMMITTEE:** No Meeting-No Report

**FINANCE COMMITTEE:** No Meeting-No Report.

#### **TAC REPORTS:**

Law TAC: September 24<sup>th</sup>-nothing to add to the minutes.

Fire/EMS TAC: September 24<sup>th</sup>-nothing to add to the minutes.

#### **UNFINISHED BUSINESS:**

1. 2021-2023 CBA

#### **NEW BUSINESS:**

1. Dispatch Staffing-1 Over-Hire & Amend the 2021 Budget.

**Motion made and seconded to approve the over-hire by 1 dispatcher and amend the 2021 budget. m/s (Taylor/Fuhr.)**

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**Policies:**

1. None

Kieth Siebert indicated that he will be polling the group to schedule another Executive Committee meeting with D.T.

**Motion made and seconded to adjourn the board meeting. m/s (Siebert/Jones.) Meeting adjourned at 0918 hours.**

Agenda items for the November 12<sup>th</sup> 2020 Board Meeting.

- 1.

Christal White, Financial Services Manager