

**KLAMATH 9-1-1 COMMUNICATIONS DISTRICT
MINUTES OF DISTRICT BOARD MEETING
Wednesday, November 16, 2022
Klamath 9-1-1, 2543 Shasta Way, Klamath Falls OR**

I. Call to Order

The meeting was called to order at 10:00 am by Randy Sword.

Board Members Present: Bob Moore
 Randy Sword
 Betty Lucht
 Larita Ongman
 Brandon Fowler
 Jan Bos
 Chuck Brandsness

Board Members Absent: None

Others Present: Keith Endacott
 Jessica Gibson
 Joanie Rote
 Holly Kessler
 Kari Wright
 Jon Wanzer - Virtual
 Mike Rudd, Board Attorney
 George Dunkel – SDAO

II. Pledge of Allegiance

III. Consent of the Agenda

A. Approval of Agenda: Chuck motioned to accept the agenda as printed, Jan seconded, motion carried unanimously.

B. Approval of Minutes: Chuck motioned to approve the meeting minutes from October 19th as printed, Bob seconded, motion carried unanimously.

C. Claims and Demands: Betty asked if Keith was done with trainings for the year. Keith said no he will attend one in December. Bob asked what adobe is and what is the Facebook advertising. Keith said this is the cost of 5 licenses for administration use and the Facebook advertising is the posting for the telecommunication specialist position for hire.

Brandon motioned to accept claims and demands for November as printed, Larita seconded, motion carried unanimously.

IV. Old Business.

A. Strategic Vision - Subcommittee Report: None

V. New Business.

A. Business Manager Report: Jessica said the Umpqua Bank signature card is prepared and ready for signing. This reflects the changes of removing Dave Burnett and adding Brandon Fowler.

SDIS 2023 best practices insurance discount has had a few changes in eligibility criteria. The district meets 4 out of the 5 criteria receiving an 8% discount. To receive the additional 2%, 2 board members would need to be enrolled in the SDAO Board Leadership Academy. Randy and Bob said they would do the academy training. Jessica will email them the information and enrollment form.

B. Ops Manger Report: Joanie introduced Holly who is the new communications supervisor and Kari a new trainee. She reported that one additional trainee is working on station and both trainees are meeting goals per their daily observation reports. Two additional applicants are in the background process and have accepted tentative job offers. Projected start date for both is December 12th.

October Call Status: 9274 total calls of which 4595 came in on a 911 line, 1156 were Fire & EMS, 761 were medical specific, 6410 were law enforcement incidents and 1538 were law enforcement initiated.

Randy asked where the current hiring plan puts staffing levels. Joanie said if all four trainees pass there would be 2 vacant positions.

CAD Project: Keith said they had a work session last week and he has reached out for pricing. He did not travel to Bend yesterday due to scheduling conflicts of the other agencies but has rescheduled for next Wednesday. He is confirmed to visit Grants Pass in December on his way back from New Port.

Five responses have been received from the CAD survey that went out to the fire departments and he will provide a reminder at next week's fire defense meeting. Joanie will provide the survey to the ambulance advisory group in December.

C. Executive Director Report: Keith reviewed the full calendar of events.

State Chapter/APCO: The group held elections for 1st and 2nd vice president and 2 additional positions. The current presidents will complete their terms at the end of December.

Keith said he is engaged in the progress of the 988 program and assisting in promoting the Hero Kids registry.

Randy asked Keith id he would be attending all the calendared conferences and trainings. Keith said not all of them and reviewed the ones he planned on attending.

Next Gen 911: Keith said they have been discussing the future vision, planning, and governance. He reviewed what Next Gen 911 is and the complexity of it being applied to what we do. Bob asked if this would impact how we look at the new CAD system. Keith said yes and the timing to incorporate it will be based on when it goes live.

Bob asked how the visit to Central Cascades went. Keith said they are always very welcoming, and it went well. Brandon agreed it went well. He said the folks had good questions with no animosity, and they appreciated them making the trip.

Randy asked if the board members had what they owed him. Brandon said he had it done. None of the others did and asked Randy to get them another copy.

VI. Public Comments and Other Matters:

Randy asked if a time had already been planned for them to hand out the staff Christmas gifts. Discussion followed when this would be done to make sure all the staff were reached.

Randy said an executive session is needed next month for the evaluation committee to present the survey results and that after the meeting he would meet individually with Keith to review.

VII. Agenda Items for December 21, 2022, 10:00am meeting

Executive Session per ORS 192.660(2)(i)

VIII. Adjourn: Chuck motioned to adjourn the meeting, Brandon seconded, motion carried unanimously. Meeting adjourned at 11:40 am.