

**KLAMATH 9-1-1 COMMUNICATIONS DISTRICT
MINUTES OF DISTRICT BOARD MEETING**

**Wednesday, April 20, 2022
Klamath 9-1-1, 2543 Shasta Way, Klamath Falls OR**

I. Call to Order

The meeting was called to order at 10:04 am by Dave Burnett.

Board Members Present: Chuck Brandsness
 Dave Burnett
 Bob Moore
 Randy Sword
 Betty Lucht
 Larita Ongman

Board Members Absent: Jan Bos

Others Present: Keith Endacott
 Jessica Gibson
 Joanie Rote
 Shawn Eads
 Mandy Coon
 Lorin Anderson – Virtual

 Mike Rudd, Attorney – Absent

II. Pledge of Allegiance

III. Consent of the Agenda

A. Approval of Agenda: Dave informed that he would like to add an item E under new business to obtain approval to speak on behalf of the board to their attorney. He said he will speak to this more later at that time.

Randy motioned to approve the agenda with the addition of item E to New Business, Betty seconded, motion carried unanimously.

B. Approval of Minutes: Randy motioned to approve March 16, 2022, meeting minutes as printed, Bob seconded, motion carried unanimously.

C. Claims and Demands: Dave asked if this would be the last for the Bullard Law bills. Keith was unsure the time frame of their billing cutoff. Randy asked what the hourly rate is that they charge. Jessica will provide that information next month.

Chuck motioned to accept claims and demands for April as printed, Bob seconded, motion carried unanimously.

IV. Old Business.

A. Strategic Vision - Subcommittee Report: Nothing new to report.

B. Pay Equity Committee Report: Dave said they met on the 30th. To follow up on the presented Bonus consideration from last month's meeting the committee would like the board to consider the recommendation of a bonus to the staff as follows: Executive Board would receive \$500, employee Kirk \$1000, Emmet \$2000 and remaining staff will receive \$3000. The funding for the bonus will be out of budget dollars. Randy made it clear this is not COVID money; it is carried over dollars.

Keith asked to clarify that when he said Executive Board, did he mean Administrative Staff, Randy said yes.

Randy motioned to approve and pay the proposed bonus as recommended, Bob seconded, motion carried unanimously.

V. New Business.

A. Business Manager Report: Business as usual; nothing new to report.

B. Ops Manger Report: Joanie reported that one new hire has been in training and is now on the floor for workstation training. We have rehired one that left back in December and have one at DPSST training. Notice has been received from one other employee that he will be moving with his last day being April 30th and our Communications Supervisor resigned as of March 31st. Betty asked if we have a reason why they have all left. Joanie explained that Chris's husband retired, and she retired alongside of him. Josh has family in Redmond, and he has decided to move to be close to them and Larissa had left at the loss of her grandpa; she has since gotten things settled and wanted to return.

We will be attending two career fairs in May. One will be hosted at KCC and one at the fairgrounds. Joanie along with a couple dispatch staff will host a booth at these fairs.

RFI's for CAD system replacement have been received from 6 companies. These are being researched and one demo has taken place with another scheduled on the 29th with Smart Cop.

Swatting: Joanie reported that we have received a couple false calls lately of this nature and passed out some information from the Nena website on this. Joanie explained the nature of these calls which require high resource response that turn out to be false. Discussion followed regarding these incidents and how we handle them.

Last week was Telecom Week and Joanie extended her appreciation for the dispatchers and the agencies that brought goodies to show their appreciation for them.

March Call Status: 8635 total calls of which 3,885 came in on a 911 line, 1073 were Fire & EMS, 748 were medical specific, 6128 were law enforcement incidents and 1711 were law enforcement initiated.

C. Executive Director Report: Keith reported that the Oregon APCO quarterly training will be in Salishan in May, the National NENA Conference will be in June and National APCO in August.

Keith shared that Sarah Hills at ECSO was the recipient for last month's award.

State Advisory has not met since last month and the 988 committee meets twice a month.

D: Resolution 22-01, In the Matter of an Interfund Transfer and additional Building Loan Payment. Dave read the resolution in its entirety. Bob asked if the total payment would be applied to principal. Keith said yes and they will recalculate after and send a new payment schedule.

Betty motioned to approve Resolution 22-01 as presented, Bob seconded, motion carried unanimously.

E: Dave informed that he and Randy met with some individuals on the 10th and asked for the board to approve for them to speak with the attorney regarding this. Larita asked if he could elaborate on what this is regarding. Dave said he will keep the board informed as needed and for now would like to just obtain approval to speak to the attorney. Larita said she feels the board should know something regarding the nature of what needs to be discussed. Dave said it is regarding personnel matters and that he will keep the board informed.

Betty motioned to approve for Dave and Randy to discuss the matter with the Board Attorney on behalf of the Board, Bob seconded, motion carried unanimously.

Randy said this is the time they would have the attorney send out to user agencies and District employees the Ex. Director evaluations. This is the same thing that has been done each year and he is just asking for the boards agreement that they are doing this again now. Larita asked about the process of the evaluations and if it should or could be done a different way. Randy said the process is vetted by SDAO and the human resource group they work with. He feels it's the best process and it needs to be done. Larita said she felt like she was not able to speak for herself; that Mike was just answering for them as a group, and they were not able to respond for themselves. She is not ok with the same thing being done, going in circles, and getting the same results. She recalls not many staff returned the survey last year and that doesn't help. Dave said he hopes to get a better response this time than in the past and he hopes the staff realize this is their way to protect themselves and speak their feelings. Discussion followed regarding the evaluation process and incentive options for staff response. The board made no decision on an incentive.

Betty asked Shawn and Mandy if there were any additional questions, they thought would be advantageous to ask on the evaluation questionnaire. Shawn said he would need to have a copy of the current questions to answer that. Mandy said she knows some other agencies meet individually with the employees to allow for conversation. Mandy said she feels this may be more beneficial than paper reports which are always hard to get filled out and returned; even for her as the Union Steward trying to get responses can be a challenge. It's easier for people to talk in person and allows for open discussion. Dave asked if they thought, once surveys were received back and reviewed, if it would be beneficial to meet with them as a group. They said yes and know the work group would be willing to do so. Shawn said they will encourage the work group to fill out and return the surveys.

Betty motioned to authorize the Board Attorney to send out the Ex. Director Evaluations to Users and Agency Staff and report to the Board in May, Bob seconded, motion carried unanimously.

Randy said since there are so many new board members, he feels it's important for all of them to do a sit-in with dispatch to really get a feel for what they do, and he will be the first to sign up. Discussion followed and Joanie said she can schedule them for sit-ins anytime.

Dave asked if there is any update on the contract. Keith said he accepted the Unions counter offer last week which has a wage increase equal to COLA of 1.2% for 21-22 retro to July 1, 2021, 5% for 22-23,

Keith advised them that COLA was 5.3% for this year, and a not less than 1.5% to 7% max COLA for 23-24.

Randy said that COLA is 5.3% this sounds like they are behind. Bob said inflation is 11% so they are going to be behind no matter what and asked if there was a copy of the contract for them to review. Bob asked why it is taking so long and why haven't they been updated and received a copy to review along the way. Keith said he had updated Randy and Dave and once they have an agreed upon contract from the Union then it would be presented to the Board for approval. Keith reminded them that we have accepted their counteroffer meaning negotiations should be complete. Mandy said it is currently in the workgroups hands to respond and she is in contact with their union representation, but they have not responded yet. Bob asked if the board is going to get a copy of the contract before it is accepted and requested that they do. Discussion followed regarding the process, reporting to the board and correspondence. Keith will correspond with Dave and Dave will update the rest of the Board on the status of the contract.

Keith informed that KBHBA sent a thank you for their participation at this year's show and are offering an early bird discount for next year's show. If they choose to commit now and reserve their spot with a \$100 down, they will receive a 10% discount and have the same guaranteed booth location.

Randy motioned to approve the payment of \$100 now to commit and register for the 2023 Home Show, Betty seconded, motion carried unanimously.

VI. Public Comments and Other Matters: None

VII. Agenda Items for May 18, 2022, 10:00am meeting

Ex. Director Eval Attorney Report, Ex. Director Eval for Board Members

VIII. Adjourn: Randy motioned to adjourn the meeting, Betty seconded, motion carried unanimously. Meeting adjourned at 11:01am.