

**KLAMATH 9-1-1 COMMUNICATIONS DISTRICT
MINUTES OF DISTRICT BOARD MEETING
Wednesday, October 16, 2024
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:

Brandon Fowler - Remote
Bob Moore - Remote
Randy Sword
Jan Bos
Larita Ongman
Chuck Brandsness

Board Members Absent: Betty Lucht

Others Present:

Joanie Rote
Jessica Gibson
Holly Snell
Jim Strong - Lake County Constituent
Mandy Coon - Remote
William Behan - Lake County Sheriff Office
Daniel Tague - Lake County Sheriff Office
Shiela Strubel - Town of Lakeview
Mike Smith - Citizen of Klamath Falls
Laura Smith - Citizen of Klamath Falls

II. Pledge of Allegiance

III. Consent of the Agenda

Randy read Betty's letter of resignation.

Randy said it would be good to send out a letter to the police, sheriff and fire department agencies to inform them of the Zone 6 vacancy and see if they have anyone who lives in that zone to serve on the board.

Chuck motioned for a letter to be sent per Randy's recommendation, Jan seconded, motion carried unanimously.

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

B. Approval of Minutes: Jan motioned to approve the meeting minutes from September 16th as printed, Larita seconded, motion carried unanimously.

C. Claims and Demands: Larita asked if the total was normal, high or low. Joanie said it is normal for the type of activities. Discussion followed regarding expenses.

Mandy Coon joined the meeting at 10:05 am.

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

IV. Old Business

A. Policy and Review Committee: Larita said the committee met and continued work is being done for revisions. Randy said the auditor discussed with him a couple things that may be recommendations in the final audit report for policy updates.

B. Executive Director Transition Committee: Randy said he and Jan met last month with Joanie and it went well. They will continue the monthly meetings because it is good for both sides and a learning process for everyone. It allows discussion to take place that does not need to be in a public meeting, but it is not to hide anything. Jan and Joanie agreed it went well.

C. Pet Policy: Joanie said they did come up with a few adjustments to the policy, but she was not able to get it revised with everything else going on. Larita asked if any other pets have been brought in. Joanie said Mandy brings in Jezebel but none other that she has seen.

D. Public Outreach Events: Joanie reported that the Pumpkin Festival was well attended, and the community really liked the booth. Chuck liked that four of the dispatchers came and he was able to meet them. He said he owes one of them an apology for wrongfully identifying them. Larita really liked that a lot of families were able to attend because it was a free to attend. Randy hopes the county does more free community events. Discussion followed regarding public education opportunities and the costs associated with the home show. Larita asked Jessica to sign them up for next year's Pumpkin Festival. Jessica will send Larita KBHA's contact information so she can express her thoughts on the cost's associated with the home show event.

V. New Business

A. Business Manager Report: Jessica reported on the following.

LGIP Investments: Money Market \$4637.90, Equipment Res. \$2093.12, Building Res. \$227.84. The LGIP investment rate changed effective 10/2/2024 from 5.30% to 5.15%.

23/24 Financial Audit: Onsite visit complete and the board presentation will take place on 11/20/2024.

SDIS Training: Complete and Best Practices Report submitted.

Maintenance: The gutters have been cleaned out and seal repairs made by Klamath Continuous Gutters. Tree trimming to obtain building and power line clearance is scheduled to take place this month. UPS battery replacement and maintenance is waiting for a proposed date for service.

B. Ops Manger/Acting Director Report: Joanie reported on the following.

Staffing: No staffing changes to report.

Labor Negotiations Update: Negations are ongoing, and the labor attorney is preparing a document that will be sent to the union regarding their counter proposal.

CAD Project: Joanie and Holly continue to participate in weekly project meetings. All agencies are working diligently to maintain progress in the project. Holly continues to work on response plans for the fire agencies.

Redundant Internet: Two providers have been sought out to provide a quote for redundant internet. We are still waiting for a quote from one of them. Joanie said one of the quotes is coming from Cal – Ore which may have a conflict of interest. She is working with their Business Manager and a Sales Engineer, but the conflict may stem from the fact that her son works for Cal – Ore in the capacity of their version of a lineman. She is not exactly certain what he does but would consider it fixing wire issues and connections for clients. He has no sales capacity to her knowledge. Joanie added that any redundant internet the district would purchase will be paid for from the approved budget.

Employee Training: Staff is working through taking assigned 2024 APCO Conference classes. Nine classes will be taken to conclude the minimum DPSST training requirements for the year. Lorin has successfully completed the APCO communications training officer course. Holly and Joanie have successfully completed the APCO EMD Manager course.

APCO Intellicom Contract: Joanie reviewed the document report provided to the board with answers to Mike Rudd's concerns and discussion followed regarding the Proxy Server, Positions, future expense for updates, training expenses and quality assurance requirement. Larita asked who requested the use of guide cards. Joanie said Fire District #1 primarily but there are also others who have. Holly said the cards will help with training because of their guided approach. Larita asked when the board needs to make a decision. Joanie said today or next month at the latest because they need time to integrate it into the new program before going live in March 2025. Joanie said using the guide cards requires having a local medical director available and she expects the district to fall into the category of first responder under a provider that works with the Klamath County Ambulance Advisory Committee. There may be a cost associated to that, but she is not sure yet. There is an upfront cost of 50% of the total project cost at the time of signing and the remainder is due upon final delivery. Larita asked what the 50% comes out to be. Joanie said about \$20,000 which has already been approved in the budget.

Larita asked if the dispatchers currently use any type of cards to help them. Joanie said they have a set of guide cards for use once the emergency is known that they can refer to, but it is not built in the system.

LAW Repeated Channel: Day Wireless has proceeded with the purchase of the equipment for Stukel.

September Call Status: 9,239 total calls of which 4,837 came in on a 911 line, 1,245 were Fire & EMS, 899 were medical specific, 7,071 were law enforcement incidents and 1,768 were law enforcement

initiated.

Reviewed project table and Cad event tally by agency.

Larita said she would like to see Dorris on the event tally, but she can discuss that later with Joanie. Discussion followed regarding agencies that are out of state and user fees.

Lake County 911 Consolidation: Randy said he was briefed on this earlier in the month and the information was provided in the board packet. They do not have the time to prolong this, and a decision needs to be made today. He recommended approving the absorption because the people of Lake County cannot go without 911 service, and he does not see a downside to it. It has been in the strategic plan for 10 years as an option. Jan agreed. Brandon agreed but said they are in the middle of leadership transition and that is a concern as well as the current staff's ability to assume the workload. They need to be very diligent on how they approach the process. Larita asked if there was a contingency plan that would allow Lakeview to take it back in the future. William said there is no short-term plan. This will be the forever plan because they do not have the finances now or later to take it back. Larita asked how long Lake County has had a dispatch center. Daniel said since about the 1950's. Larita asked when this issue became a problem. William said it has always been an issue, and it has just got worse and worse. Discussion followed regarding the alternate avenues Lake view has looked at over the years. Larita asked if the people of Lakeview are in support of it. Dean said those that are informed are but there are those that are not in favor because they do not understand the position that Lake County is in. Larita asked about zone representation and if they would need to create another position on the board. Joanie said it would not change anything with the board because they will be user fee based, and dispatch will be provided as a service. Brandon said that Lakeview does not pay direct taxes like Klamath, they are not a special district and do not have a board. Discussion followed regarding the services Klamath would be providing and the capability to dispatch for Lake County.

Laura asked if the district has a user group that Lakeview could have representation on. Joanie named the user groups that are part of Klamath County and said that the district does not have additional user groups. The district has an advisory committee, and anyone is welcome to attend the advisory or board meetings. Discussion followed regarding the participation of Lake County user groups and citizens. Larita said she would like to have a map of Lake County in the conference room. Chuck said he would like to see Lake County represented at board meetings.

Jim introduced himself and said most of the emergency service providers within Lake County are in favor of the consolidation. He lives in Christmas Valley which is about 100 miles away from Lake County and if information is accurately given to responders they receive timely response. Radio coverage is possibly the only concern, but he thinks once the partnership is formed those issues can be easily resolved. He is not concerned but rather confident this will work. He would like to see Lake County have representation on the 911 board or advisory group.

Brandon said he is supportive of this and would like to see a second standup advisory committee for Lake County so they can be heard.

Dean said he can be the interim point of contact for Lake County and attending meetings is not a problem. If a commissioner would like to one could as the governing body but they are 100 miles away whereas he lives in Bly. Chuck said he would like to see that.

Larita asked what the district staff think about this. Joanie said she has not discussed it much with them because of labor negotiations. A few that are aware think there should be additional compensation for

the added work and Joanie agrees. Larita asked how many calls Lake County receives. Joanie reviewed the call volume and said it comes to about a 15% increase. Discussion followed regarding the increase of staff needed and call volume. Roughly 17 calls a day are currently received by Lake County. Larita asked if the hourly rate would be increased for all staff. Brandon said that would need to be addressed in the contract. Joanie said this is very new and they are not to the place of being able to answer all the questions but need a decision from the board to know how to move forward.

Jim said he has spoken with a lot of Lake County law enforcement and some other responders, and most are optimistic about this because they feel it would increase performance standards.

Brandon motioned to proceed with the discussion and draft a contract, Chuck seconded, motion carried with a five to one vote.

Yes Votes: Randy Sword, Chuck Brandsness, Jan Bos, Larita Ongman and Brandon Fowler

No Votes: Bob Moore

Randy thanked Lake County for trusting them with this and said he looks forward to working with them on the process. The board expressed their willingness to attend any Lake County meetings.

Discussion took place regarding the relationship between Klamath and Lake County for the partnership.

Brandon left the meeting at 11:18 am.

Holiday Staff Recognition: Randy said typically each year they do a gift card for the staff. Larita asked how much the gift card has been for in the past. Randy said \$50 but he would like it to be more. Jessica informed the board that public employee laws cap the gift amount to \$50 but they can gift other things that are not considered monetary value. Discussion followed regarding ideas for recognizing the staff. The group agreed to do a \$50 gift certificate, a personalized water cup and daily treats the week before Christmas.

Chuck motioned to approve the purchase of \$50 gift cards and cups for each staff, Larita seconded, motion carried unanimously.

SDAO Annual Conference: Randy informed the board that the 2025 annual conference will be held at the River House in Bend, February 6th through the 9th. Discussion followed on attendance. Chuck, Larita, Jan, Randy and Bob confirmed their attendance.

Public Comments and Other Matters: Larita asked if they need to inform Klamath County of their plan to provide services for Lake County. Joanie said KIRG and the 911 advisory has been informed and ambulance advisory will be informed next week. Larita asked if they should announce it in the newspaper. Joanie said they should wait until OEM makes it official. Discussion followed regarding how it will be perceived by the community and the best time to make a public announcement.

Randy informed the board that he will be out of town the last week of October and November.

Randy asked if Lakeview has a county fair. Discussion followed regarding Lakeview community events. The board requested to be informed of event dates so that they can attend when possible.

Agenda Items for November 20, 2024, 10:00am meeting

VI. Adjourn: Jan motioned to adjourn the meeting, Larita seconded, motion carried unanimously. The meeting was adjourned at 11:32am.