

**KLAMATH 9-1-1 COMMUNICATIONS DISTRICT
MINUTES OF DISTRICT BOARD MEETING
Wednesday, December 18, 2024
Klamath 9-1-1, 2543 Shasta Way, Klamath Falls OR**

I. Call to Order

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

Board Members Present:

Brandon Fowler
Bob Moore
Randy Sword
Jan Bos
Larita Ongman
Mike Smith
Chuck Brandsness

Board Members Absent:

Others Present:

Joanie Rote
Jessica Gibson
Holly Snell
Jim Strong - Lake County Citizen, Remote
Mandy Coon - Dispatcher

II. Pledge of Allegiance

III. Consent of the Agenda

A. Approval of Agenda: Randy asked to add under old business the redundancy proposal.

Jan motioned to accept the agenda as amended, Brandon seconded, motion carried unanimously.

B. Approval of Minutes: Brandon motioned to approve the meeting minutes from November 20th as printed, Mike seconded, motion carried unanimously.

C. Claims and Demands: Brandon motioned to accept the claims and demands for December as printed, Chuck seconded, motion carried unanimously.

IV. Old Business

A. Policy and Review Committee: Larita said they did not meet last month; nothing new to report.

B. Executive Director Transition Committee: Randy said they did not meet because they needed to reschedule and none of the proposed dates worked for him. Discussion followed on meeting dates. Randy will look at the calendar and email out dates for the upcoming months for consideration.

C. Pet Policy: Randy said at last month's meeting information was provided by the cleaning service. They received a thank you letter from them that Randy read to the board. The proposed policy was provided last month and Randy opened for board member comments. Mike said at the center he came from it was a positive thing with the high stress so long as cleanup is done. Randy said the only problem he has is that of the service animal whose breed is on the excluded list. The board needs to be provided the physician documents stating the diagnosed disability needing the service animal accommodation. If the accommodation is approved then it needs to be validated. Jan said this would only apply to the request for a service animal as an ADA accommodation. Discussion followed regarding ADA support animals. Jan asked if service animals need special training. Randy said not specifically but there is some training that needs to be done to prove it is a well-behaved dog and meets requirements of a service animal. Bob said there is a program they go through to be a certified service dog. Larita said she supports the policy. Brandon said it is worth trying if there is a good process in place to follow and he thinks it should be enacted. Mandy said she had heard that the board was under the impression that the dog was an emotional support dog, and it is not, it is an ADA dog. Larita said she did not think that was the impression the board had and asked if Mandy's dog that was present was a service animal. Mandy said no, introduced Jezebel her dog and said she has become the dispatch dog. Mandy said that legally the board cannot require an employee to provide ADA doctor paperwork, and they cannot ask an employee about their disability. They can only ask if it is a service animal. Discussion followed regarding if an employer can require an employee who has requested an ADA accommodation to provide supporting documentation. Larita said with this new information the policy consideration needs to be put on hold and no decision will be made today. She wants the ADA legal information to be provided to the board. Mike Rudd said he can do the research and put together a memorandum for them. Randy said it would be put on hold. Mike Rudd will research and put together a memorandum for the board to review in January.

D. Public Outreach Events: Next event is the Home Show in March. Will discuss more after the first of the year.

E. Lake County 911 Transition: Joanie said she would discuss this in her operations report.

F. Holiday Staff Recognition: Joanie said the dinner was last night and gifts will be provided to the staff on Friday.

G. SDAO Annual Conference: Jessica asked if anyone would be bringing a spouse to attend the awards banquet? All responses were a no. Jessica said they received a document from SDAO for the board to appoint a voting delegate. Discussion followed and Randy will be the voting delegate.

Redundancy Proposal: Randy said he received the proposals from Joanie and will be presenting them because of Joanie's potential conflict of interest. Brandon declared he is an employee of Cal-Ore and will abstain from voting. Randy said he believes Cal-Ore is the best proposal and they need to have redundancy to keep the district functional. Discussion followed regarding the proposals, cost and the need to have redundancy.

Larita motioned to accept Cal-Ore's proposal, Jan seconded, motion carried six to one. Brandon abstained from voting.

V. **New Business**

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

LGIP Investments: Money Market \$5900.79, Equipment Res. \$1988.41, Building Res. \$216.44. OSTF rate change from 5.00% to 4.85% effective 11/29/24.

Training: Jessica attended the 2024 GAAP update which covered GASB accounting changes, error corrections, risk disclosures, reporting improvements, capital asset disclosure and classifications. GASB 101 was the biggest change to reporting and accounting for compensated absences. The district's process on reporting and accounting for compensated absences aligns with the changes and there is nothing new that needs to be implemented.

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

Staffing: No Changes

HVAC: On 11/29 the HVAC system stop working. Repairmen came out that day and tried to get it working. It's an older system in need of replacement and the life span is fifteen to twenty years. We received a quote for the one unit that came in at \$20,600 and there are four other units as well. Joanie recommended putting the other four in the budget cycles, so they are replaced before failure. The other option would be to see if there is a cost savings to replacing them all at once.

CAD Project: Ongoing and on Monday the city agreed to the quote to add Lakeview to our project and the quote was received. The district will bill Lakeview for their portion of the service.

Employee Training: Joanie attended APCO in December and learned about new technology coming soon from Rapid SOS, AI technology that can be beneficial in dispatch and a training that supported dispatch pet policies.

Contract Negotiations: They were not able to reach an agreement after two meetings and will be scheduling to meet again in January.

Law Repeated Channel: The equipment has arrived. Installation is delayed due to weather and a few other things needing done with radios by other agencies.

Lakeview Consolidation: Joanie reviewed the project calendar. Eileen is working on the IGA. Lakeview still needs to provide the radio connection, and they are working on that with Day Wireless. In contact with Equature to open the lines for recording. Lumen quote is received to add the two additional positions. Staff has been provided geography training and will be able to access Lakeview CAD for their phone book. Requested with EIS to turn on remote connection to ship calls CAD to CAD. Access to Ecats is established. All unit number changes are complete. Watson has provided a quote for adding two new consoles and they will be direct pay from OEM. Waiting for SAR agreement from Lake County. Apparatus list is being worked on. Ten-digit line cannot be moved because Lumen doesn't own it so LC will forward it for a year, and we will try to get them to not use the number anymore. EIS maintenance contracts from both 911 and LC are paid and have permission to remote in. Working on GeoCom

records and radios will be tested by the 20th.

LC staff transition per ORS have the right to be an employee of 911. Joanie said she does not know that any of them will accept, but the district has to offer. Jan asked if they have to offer if there are no positions. Joanie said the district has positions and they could be beneficial to have. Hiring has been delayed because of the CAD transition so we have openings. DPSST does not require a reprocessing of background, and their certifications are current. Joanie discussed with Eileen about doing an MOU but LC has the desire to push the IGA through and get it done. The board needs to decide if they will accept and meet on the 30th or 31st for approving the IGA. Discussion followed on meeting date for the IGA. The board will meet on Dec 31st at 9:00 am to hold a special meeting to consider the IAG with Lakeview.

November Call Status: 8372 total calls of which 4208 came in on a 911 line, 1242 were Fire & EMS, 863 were medical specific, 6020 were law enforcement incidents and 1673 were law enforcement initiated.

Joanies event calendar and schedule provided for review.

Randy said they need to decide if they want to have Joanie go out for bid to replace all the HVAC units.

Brandon motioned to approve Joanie to go out for bid to replace all HVAC units, Mike seconded, motion carried unanimously.

C. Resolution 24-03: Intra-Fund Transfer: Joanie said they received the quote this morning for the HVAC single unit replacement in failure and that has been added to the resolution.

Randy read the resolution by title.

Brandon motion to adopt resolution 24-03 as printed, Larita seconded, motion carried unanimously.

D. ORS 192.660 (2)(d): Entered at 10:54 a.m. Joanie and Holly remained because they are part of the negotiation team. Exited at 11:08 a.m.

E. ORS 192.660 (2)(a): Entered at 11:08 a.m. Only board members and the board attorney remained. Exited at 11:28 a.m.

VI. PUBLIC COMMENT AND OTHER MATTERS: Randy reminded everyone of the special board meeting to consider the IGA with Lake County on December 31, 2024, at 9:00 a.m.

VII. AGENDA ITEMS FOR NEXT BOARD
ORS 192.660 (2)(a)

VIII. Adjourn: Brandon motioned to adjourn the meeting, Bob seconded, motion carried unanimously. The meeting was adjourned at 11:36 a.m.