

**Metro Emergency Operations Center
Board of Directors
March 24, 2015
Minutes**

Present: Grant Gunnoe, presiding
Jennifer Sayre, for the Honorable Kent Carper, via phone
David Armstrong, via phone
Paul Dryden
Dan Foster
Chris Gautier
Bob Sharp, for Mayor Danny Jones
Todd Bachus, for Joe Lynch
Dale Petry
Becky Oakley

Staff: John Rutherford
Denise Clark
John Pottorff
Russell Emrick
Rick McElhaney
Brooke Hylbert
Lindsay White

Due to a recording malfunction this meeting was not recorded. Minutes from this meeting are a result of staff notes taken during the meeting.

Mr. Gunnoe called the meeting to order at 12:08 p.m., roll call was noted.

Motion was made to approve the minutes from December 11, 2014.

Motion: Foster

Second: Oakley

The motion carried unanimously.

Resolutions – None.

Report from Finance Committee

Summary of 12/11 Finance Committee/Executive Board Meeting – Lindsay White went over a summary of the joint Finance Committee/Executive Board Meeting.

Financial Statements YTD – White went over the Metro at a Glance Sheet, Balance Sheet, Budget-to-Actual and the revenue report. Dr. Dan Foster inquired about our health insurance being 22% below budget. White explained that is due to Metro 911 covering less employees than budgeted.

FY16 Budget – White went over the FY16 proposed budget. White stated that the Finance Committee/Executive Board did make a motion to accept the FY16 budget as

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proposed in their prior meeting. Becky Oakley inquired about the additional amount of overtime built into our budget (\$51,000 for new employee training and scheduled OT plus \$30,000 for CAD Enterprise training for all telecommunicators and necessary staff, for a total of \$81,000) for next year over this year's expected total and recommended that we look into a fatigue risk assessment for employees. Mrs. Oakley will work with Lindsay White on the assessment.

Motion made to accept FY16 budget as recommended by the Finance Committee/Executive Board.

Motion: Foster

Second: Oakley

The motion carried unanimously.

Director's Report

Executive Board Actions – White stated that all approvals by the Executive Board/Finance Committee are outlined.

Project Updates

1. *Technology Project Updates*
2. *Building and Grounds Update*

Training Update/Ring Time Summary

Call of the Quarter/Text-to-911 – Rick McElhane stated that the Call of the Quarter is awarded to Michael Atkinson for two outstanding call-taking incidents.

Telecommunicator Representative Report

Conflict of Interest Statements – Lindsay White reminded all Board members to complete their Conflict of Interest statements.

Old Business – None.

New Business – None.

Public Comment – None.

Announcements – Next meeting is scheduled for Tuesday, June 23, 2015.

Motion made adjourn.

Motion: Sharp

Second: Oakley

Motion carried unanimously.

Meeting was adjourned at 1:07 p.m.

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John Rutherford
Respectfully submitted,

