

**METRO EMERGENCY OPERATIONS CENTER OF KANAWHA COUNTY**  
**Finance Committee/Executive Board**  
March 22, 2016

**Agenda**

**Call to Order**

**Roll Call**

**Approval of Minutes**

December 8, 2015

Special Meeting January 27, 2016

**Presentation of Monthly Reports**

FY 16 F/S YTD

**Presentation of FY17 Budget and 3-Year Cash Flow Projection**

**Cash Disbursements >\$10,000**

Discussion related to NTelos check incorrectly sent to Metro as 911 fees and approval to write check in the amount of \$46,670.00 back to Kanawha County Sheriff's Department. Check was in fact due to KCSO as property taxes.

**Open Purchase Order Amendments**

Discussion related to updates to the previously-approved Open PO listing.

**Bond Arbitrage**

Discussion related to Metro's refinanced 2011 bonds and related required 5-year arbitrage calculation.

*Lindsay White, Finance Coordinator*

**Upcoming Procurement**

Text-to-911 FY17

*Russell Emrick, Deputy Director*

Radio Dispatch Equipment

Alternate PSAP Equipment

Other Radio

*Russell Emrick, Deputy Director*

*Jim Mangus, Communications Coordinator*

**Paid-Time Off (PTO) Discussion and Review of Proposed New Policy**

Discussion related to Metro's current PTO policy and review of proposed policy that would model Metro's policy after the Kanawha County Commission's PTO policy.

**Legislative Actions**

Discussion related to any relevant legislation related to Metro.

*John Rutherford, Executive Director*

**Old Business**

**New Business**

**Public Comment**

**Announcements**

Next meeting scheduled for Tuesday, June 28, 2016.

**Adjournment**

**METRO EMERGENCY OPERATIONS CENTER OF KANAWHA COUNTY**  
**Board of Directors**  
March 22, 2016

**Agenda**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

December 8, 2015

**RESOLUTIONS**

**FINANCE COMMITTEE**

- Review of actions in Finance Committee/Executive Board Meeting directly before this meeting
- Presentation of FY16 YTD, FY17 Budget/3-Year Cash Flow Projection  
*Lindsay White, Finance Coordinator*

**DIRECTOR RUTHERFORD'S REPORT**

**Executive Board Actions**

**Project Updates**

**Technology**

- **Current IT Procurement**
  - Upcoming radio procurement
- **Project Updates**
  - CAD Enterprise Project
  - Police, Fire, and EMS Integrations
  - New Metro Website  
*Russell Emrick, Deputy Director*
  - WebEOC Software
  - KC Ready Kanawha County Emergency App  
*Jennifer Sayre, President of the Board*
- **Radio Towers and Equipment**

Discussion and update on radio towers.  
*Jim Mangus, Communications Coordinator*
- **Alternate PSAP**

Discussion related to Metro's alternate PSAP.  
*Rick McElhaney, Deputy Director*

**Training Update**

Discussion related to current training and new hires in the Communications Center.

*Paul Dryden, Training Coordinator*

**Ring Time Summary and Recognition of Employee Named Telecommunicator of the Year**

Discussion related to ring times in the Center as well as recognition of Telecommunicator of the Year.

*Rick McElhaney, Deputy Director*

**TELECOMMUNICATOR REPRESENTATION REPORT**

*Captain Derek Johnson, Telecommunicator*

**OLD BUSINESS****NEW BUSINESS****PUBLIC COMMENT****ANNOUNCEMENTS**

Next meeting scheduled for Tuesday, June 28, 2016.