

**Metro Emergency Operations Center
Board of Directors
March 17, 2010
Minutes**

Present: Mayor Charles Armstrong
Rick Gillespie
Grant Gunnoe
George Jarrett, for Mayor Jones
Joe Jones
Jerri Nibert
Dale Petry
Chief Brad Rinehart
Sheriff Mike Rutherford
Christy Morris, for James Spears
Ken Waldeck
John Wells
Trooper Simpson (WVSP)
Larry Zuspan
Chief PJ Johnson
Larry Cole
Bill Chambers, adviser

Staff: Elaine Bleigh
Carolyn Charnock
Denise Clark
Jeff Clark
Brenda Cogar
Russell Emrick
Dave Erwin
Heather Kessel
Josh Knox
Jimmie Mangus
John Pottorff
Rick McElhaney
Cathy Brown
Paul Dryden
Hillary Nibert

Guest: Adam Petry

Sheriff Rutherford called meeting to order at 12:12 p.m., roll call was noted. There was a motion to approve the minutes from December 16, 2009.

Motion: Armstrong

Second: Simpson

The motion carried unanimously.

Resolution – Ms. Charnock deferred to Dale Petry. Mr. Petry asked for everyone to stand and have a moment of silence for the missing fireman and those that died as a result of recent flooding.

Finance Committee Report – Mr. Wells explained that the Committee had just met and discussed current and projected budgets. Mr. Chambers provided an overview: the current budget appears to end on a positive of \$300,000, end up with a nice surplus and he projects for 2011 the landlines shrinking and that the wireless fees will come up modestly. He goes on to explain further in detail, mentioning the 12.5 percent contribution to retirement, a 2.5 percent inflationary increase for employees and a new CAD system. There was a motion to approve the proposed 2011 budget.

Motion: Wells

Second: Waldeck

The motion carried unanimously.

Director's Report – Ms. Charnock explains that one of the auditor's recommendations was to fill out Conflict of Interest Statements. She asked that each member fill one out and have it notarized. She asked that members review the Executive Board's actions from December and February. There was a motion to accept the actions of the Executive Board from December & February meetings.

Motion: Morris

Second: Wells

Motion carried unanimously.

Project Updates

EMD Implementation – Ms. Wilson-Starks advised the board that Metro is on Day 17 of EMD implementation. She stated it has been going well, and thanked KCEAA for its enormous help with QA & QI. She asked Larry Cole with KCEAA to explain what the QA's & QI's are showing in regards to the EMD calls so far. He mentions that these are random calls that have been pulled and it's a small sample. He explains that the preliminary data looks good and he's pleased. There was further discussion.

CAD Transition – Mr. Emrick advised that the transition is progressing smoothly and that staff is preparing to upgrade the dispatch work stations within the Center; including phones, computers, e.g. The postal service conversions are progressing well and once the postal service is complete the CAD will be prepared to for those conversions.

Emergency Management Report – Dale Petry explains that since the BayerCrop explosion, they've tried to different methods of finding out more information about the local plants. He goes on to say that he has procured a proposal for a consultant to visit these plants, find out what chemicals are there, how they stored, where they are stored within the plants, the quantities and their effects on the public if released. Ms. Charnock goes on to explain that the Public Safety Grant Committee has earmarked \$15,000 for

these types of projects. She said the proposal calls for Metro to administer the contract, but for payments to go directly to the County Commission for payment.

Christy Morris asks Mr. Petry if the chemical companies were being accomodating with Emergency Services. He explains that "yes" they are and through investigations answers are being discovered and new methods for responding are coming about. There was further discussion.

Motion was made to approve the contract for a consultant to visit chemical plants and access those chemicals being housed there and to provide results in a report.

Motion: Gunnoe
Second: Waldeck

The motion carried unanimously.

Electronic Mass Notification System – Mr. Mangus explains that the monthly tests have been going flawlessly. There have been four (4) activations in the past 60 days. Currently there are 1,053 that have opted into the system. There are ongoing efforts to get more people opted in.

Quality Assurance Report – Denise Clark explains that ringtimes are down from 10 seconds to 8 seconds. The medium call entry time is up, which is expected as more than 20 percent of the workforce in the Communications Center is learning call-taking and 100 percent is doing EMD for the first time. Ms. Clark explained that new EMD and KCEAA's help with quality assurance is going well. Ms. Charnock mentions that due to the guide cards of EMD it's expected call entries to be a little longer. EMD software has been ordered for our dispatcher's computers.

Legislation -- Ms. Charnock mentions here that 2010 Legislation took no action on a bill that would have taken \$1 million from 911 wireless revenues to build more towers. The 911 Council was unanimously against it as well. Another bill required EMD, which was left in Committee. Metro 911 had implemented EMD before the bill died.

Electrical System Upgrades – Mr. Emrick explains that since the last Board meeting there's been a full system inspection and implemention a host of infrastructure upgrades. Some of the upgrades include monitoring systems, SOPs, full battery replacements, surge repression and other installs.

Telecommunicator's Representative – Lt. Dryden mentioned that the telecommunicators have put in a lot of hours over the past few weeks. He thanked the Finance Committee and the Board for approving the budget with the 2.5 % increase. He asked that the Board visit some type of professional retirement plan. He suggests a working group, not necessarily a committee, that could represent the telecommunicators and find available options.

Public Comment – None

Old Business – None

New Business – None

Announcements – Dale Petry mentions that there are ribbons available for members to wear to remember the missing fireman, lost during the recent flooding.

Next meeting scheduled for June 16, 2010.

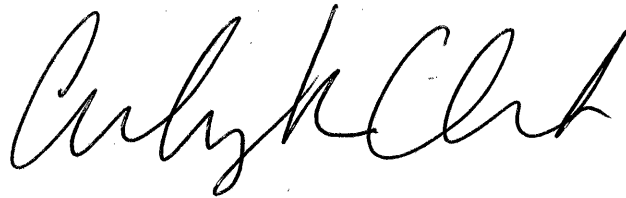
Motion was made to adjourn.

Motion: Armstrong

Second: Morris

Motion carried unanimously and meeting adjourned at p.m. 12:44.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Anthony K. Clark". The signature is written in black ink and is positioned below the "Respectfully submitted," text.