

Metro Emergency Operations Center
Board of Directors
via Conference Call
December 10, 2020
Minutes

Present: Mayor Amy Goodwin
Keith Vititoe for Kent Carper
F/Sgt Michael Anderson
Andrew Byrd
Derek Johnson
Greg Young for Sheriff Mike Rutherford
Jennifer Herrald
David Armstrong
Matt Lyons
Angel Moore
CW Sigman
Mayor Jay Snodgrass
Jackie Linville

Staff: John Rutherford
Rick McElhaney
Russell Emrick
Lindsay White
Amy Larch
Jenn Adkins
Luke Taylor
Josh Knox

President Jennifer Herrald called the meeting to order at 12:10 and roll call was noted.

***Moment of silence for Patrolman Cassie Johnson, family, and all first responders*
#146**

Motion made to approve minutes from September 22, 2020 with Matt Lyons added on.

Motion: Matt Lyons

Second: Mayor Snodgrass

The motion carried unanimously.

Finance Committee Update

Lindsay White reviewed from the Finance/Executive Board Meeting directly before this meeting. The Executive Board approved several budget amendments and open purchase order amendments. The Board discussed financials through October, including the fact that landline revenues are up and payroll expenses are down, the latter largely related to changing health insurance effective July 1, 2020. Metro is continuing to apply for CARES

funding related to COVID expenses and will do so through the end of December (current expiration for funding). Metro submitted for \$3.3 million and has been approved for \$2.6 million so far. Lindsay advised the fiscal year 2020 audit is in progress, however the Single Audit portion of audit is still holding for the compliance supplement from the Feds. Additionally from the previous meeting, the Board approved an audio recorder, as well as computer lifecycle refresh for IT/admin staff and related budget amendments.

Director Rutherford discussed Board-approved pay adjustments that the Executive Board approved. Director Rutherford, along with all of Metro, is very thankful and proud to be a part of the First Responder family in the County. For relentless work during the COVID pandemic, full-time dispatchers will receive a one-time \$3,000 pay enhancement, and full-time administrative staff will receive the one-time \$2,500 pay enhancement. Metro plans on distributing that on December 18, 2020. Other action mentioned included a cost of living pay adjustment, where every full-time employee at Metro will receive at least a 4% increase, along with starting pay at \$17.00 an hour, whereby after initial training employees will go to \$18.00.

Motion made on full-time employee one-time pay enhancement for working during the COVID pandemic and related budget amendment.

- One-time \$3,000 – full-time dispatcher
- One-time \$2,500 – full-time IT/administrative departments

Plus 4% pay increase with a comment that this was previously approved by the Finance Committee/Executive Board.

Motion: Armstrong

Second: Mayor Goodwin

The motion carried unanimously.

Deputy Director Russell Emrick spoke on the radio recorder project upgrade. The recorder system will be fully operable with the statewide network. The Radio Project is a joint effort among Radio, Operations, IT, and Dispatch. It will tie in with Metro directly, the alternate PSAP, and Motorola; these features will enhance the quality of service for our field units, Metro's quality assurance, training, subpoenas, and public records requests. Russell state that to upgrade through our radio vendor, the quote just under half a million dollars; however, with some leg work, Metro ended up finding Carolina Recording Systems, and they provide a GSA-eligible quote under \$250,000.

Election of Executive Board Member from Board of Directors

President Herrald introduced the topic of election of a Board member from the Board of Directors for 2021, whereby each year the Board of Directors elects a member to sit on the Executive Board for the upcoming year.

Dave Armstrong recommended Jeremy Nelson.

Motion made to elect Jeremy Nelson from the Board of Directors as a 2021 Executive Board member in this nominated position.

Motion: Armstrong
Second: Mayor Goodwin
The motion carried unanimously.

Director Rutherford and Team's Report

Director Rutherford asked Deputy Director Rick McElhane to update the Board on the replacement of generator, UPS system, and transfer switch project. Deputy Director Rick McElhane advised that all three replacements have been completed and all went well. Rick also updated the Board on COVID procedures that Metro has implemented in an extensive effort to reduce the risk of COVID exposure at Metro.

Director Rutherford spoke on employees' efforts and as well as Metro's continued efforts to take good care of them during this trying time. He also commented on how wonderful Chick-Fil-A has been to us and how nice it has been for them to feed each shift in the month of December.

Telecommunicator Representation Report

Captain Luke Taylor, on behalf of all of Metro, thanked the Board for its continued support. Captain Taylor stated that it's very much appreciated.

Old Business – None.

New Business – None.

Public Comment – None.

Announcements

Next meetings scheduled for	Tuesday, March 23, 2021
	Tuesday, June 22, 2021
	Tuesday, September 28, 2021
	Tuesday, December 14, 2021

Next meeting will be Tuesday March 23, 2021 at noon.

Motion made to adjourn.
Motion: Young
Second: Armstrong
The motion carried unanimously.

Meeting adjourned @ 12:37.

Respectfully Submitted,

