

**WESTERN COLORADO REGIONAL DISPATCH CENTER
BOARD OF DIRECTORS MEETING MINUTES
August 15, 2016**

A regular meeting of the Western Colorado Regional Dispatch Center (WestCO) Board of Directors was held on Monday, August 15, 2016, in the City of Montrose Centennial Conference Room located at 433 South First Street. Said meeting was posted in accordance with the Sunshine Law.

BOARD OF DIRECTORS PRESENT:

Chairman Tom Chinn – Chief of Police, City of Montrose
Secretary Tad Rowan – Fire Chief, Montrose Fire Protection District
Chris Broady – Chief of Police, Mountain Village Police Department
Jim Kolar – Chief Marshall, Telluride Marshal's Office

Absent: Vice Chairman John Cheroske – Fire Inspector, Telluride Fire Protection District
Justin Harlan – Chief of Police, Olathe Police Department
Bill Bell – Administrative Representative

GUESTS:

Mandy Stollsteimer – Executive Director, WestCO
Carolyn Bellavance – Deputy City Clerk, City of Montrose
Andrew Boyko – Assistant City Attorney, City of Montrose
Terri Wilcox – Human Resources Director, City of Montrose

Absent: Jon Cryer – Battalion Chief, Montrose Fire Protection District
Keith Caddy – Police Commander, City of Montrose
Blaine Hall – Police Lieutenant, City of Montrose
Bo Nerlin – Attorney, J. David Reed P.C.
Mark Armstrong - Facilities Manager, City of Montrose
Jeff Scheetz – Director of Information Systems, City of Montrose
Drea Cole – Police Systems Administrator, City of Montrose

CALL TO ORDER

Chairman Tom Chinn called the meeting to order at 1:10 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CHANGES TO THE AGENDA

There were no changes to the agenda. A motion was made by Jim Kolar, seconded by Chris Broady, to approve the agenda. All voted yes. Motion passed.

APPROVAL OF MINUTES

The Board considered the minutes of the July 18, 2016, meeting. A motion was made by Chris Broady, seconded by Tad Rowan, to approve the minutes of the July 18, 2016, WestCO meeting as presented. All voted yes. Motion passed.

EXECUTIVE SESSION

At 1:20 p.m., a motion was made by Tad Rowan, seconded by Chris Broady, to enter into an executive session for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f); the following additional details are provided for identification purposes: WestCO executive director evaluation. All voted yes. Motion passed.

RECONVENEMENT

The meeting reconvened into regular session at 2:10 p.m. Upon reconvening, the WestCO board announced a \$5,000 bonus and increase in salary from \$62,500 to \$75,000 for Executive Director Mandy Stollsteimer effective January 2017. A motion was made by Tad Rowan, seconded by Chris Broady, to give a \$5,000 bonus and raise in salary to \$75,000 per year to Executive Director Mandy Stollsteimer. All voted yes. Motion passed. The Board thanked Ms. Stollsteimer for her efforts in this first year of WestCO operations.

EXECUTIVE DIRECTOR UPDATES

Mandy Stollsteimer noted the executive director report dated August 18, 2016, was included in the meeting packet with statistics on calls, call logs, and CAD incidents. She noted employee evaluations were completed and submitted to City of Montrose Human Resources. Based on performance evaluations, she expressed her desire to award bonuses of 2% of salaries and wages to dispatch employees. Bonuses, ranging from \$1,300 up to \$1,700, determined by evaluation ranking, would be awarded mid-September.

Personnel update

Ms. Stollsteimer indicated there have been no new hires for several months. Currently there are seven trained dispatchers plus one partially trained. There are three opening dispatcher positions and one opening for a supervisor. One dispatcher is currently in the background check, polygraph and drug and alcohol testing phases. Oral boards were held last week.

Financial Overview

She reminded the board that the estimated 2016 year-end balance of \$229,091 includes a \$52,000 reimbursement due to the City of Montrose for equipment and the logger; expense to be billed to METSA. A year-end amended budget is not necessary, however, the budget can be amended to include "actual" expenses.

2017 PROPOSED BUDGET CONSIDERATION

Ms. Stollsteimer presented the 2017 proposed budget showing overall projected expenditures of \$1,276,556, revenue of \$220,210, and year-end fund balance of (\$827,269). Personnel expenditures for 2017 are estimated at \$1,085,081. A 2016 surplus is estimated at \$229,091.

A motion was made by Jim Kolar to approve the recommended budget for presentation to the Board, seconded by Tad Rowan. All votes yes. Motion passed.

GENERAL WESTCO BOARD OF DIRECTORS DISCUSSION

There was no general WestCO Board discussion.

ADJOURNMENT

The meeting was adjourned at 2:34 p.m.



Tom Chinn, Chairman

ATTEST


Tad Rowan, Secretary