

WESTERN COLORADO REGIONAL DISPATCH CENTER

MEETING MINUTES

November 2, 2015

ATTENDEES

Jim Kolar (Conference Call), Chris Broady, Justin Harlan (absent), John Cherokse, Bo Nerlin (absent), Terri Wilcox, John Cryer, Allen Weise, Tad Rowan, Keith Cady (absent), Blaine Hall, Andrew Boyko, Tom Chinn, Jeff Sheetz, Shani Wittenburg, Bill Bell, Paul Gottlieb, Jaci Lousie and Mark Armstrong.

SCRIBE

Barbie Abbott

AGENDA

- 1) Meeting Called to Order- Chairman, Tom Chinn
- 2) Pledge of Allegiance- Group led
- 3) Approval of Agenda – Tad Rowan Motioned to approve agenda/John Cherokse seconded -Approved
- 4) Approval of Minutes – September 28, 2015 – John Cherokse made motion to approve minutes/John Cryer seconded - Approved
- 5)Approval of Minutes – October 19, 2015 – John Cherokse made motion to approve minutes/Tad Rowan seconded - Approved
- 6)Consent Agenda Resolution A-G – Chris Broady made motion to approve Consent Agenda/Tad Rowan seconded – Approved
- 7)Professional Services Agreement with Jaci Marie Louise D/B/A 9-1-1 Solutions
 - Contract signed last week by Tom Chinn
 - Contract sent out last week by Andrew Boyko - ratification to contract/received invoice from Jaci will be on next agenda
 - Discussion held: A checking account needs opened/board needs to decide who will sign checks, procedure needs written on how many signatures needed. Can it be ran through city account? Looking at either total separate system or could be a separated system within Caselle. Discussed anything over certain amount would need 2 signatures and under certain amount one signature. Up to board of directors on how it would be handled. Bill Bell and Andrew Boyko will work on standard operating procedure to present at next meeting. Will go ahead and start working on procedure and email it out. Also need to take care of tax ID numbers.
 - Chris Broady made motion to ratify contract with Jaci Louise doing business as 911 Solutions, Inc. /John Cherokse seconded
- 8) Resolution 2015-03 Board Appointment of Mandy Stollsteimer as Executive Director of the Western Colorado Regional Dispatch Center – John Cherokse made motion to approve – Chris Broady seconded-Passed unanimously. Mandy will start November 12th at 7:00AM will be in orientation/benefits meeting with HR then doing interviews same day at 11:45AM.

GENERAL BOARD DISCUSSION:

A) First Quarter Dispatch Services

Jaci gave update on temporary center vs leasing consoles at Sheriff's Office Dispatch Center. If the temporary center could be worked out cost would be around \$80,000. Andrew will send out lease agreement to Sheriff's Office. Administrative lines will be worked out at later date on how those calls will be handled at the police department.

B) Facilities Update:

Blaine Hall and Drea Cole gave update from Stryker. See attached memo from Stryker

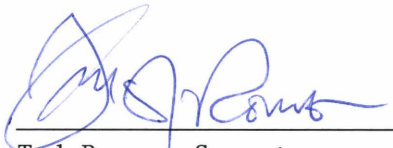
C) Personnel Update

Terri Wilcox updated that interviews will be November 12th from 11:45 to 6:00 PM. Those on the committee will be attending the interviews. November 18th will be the second date set up for dispatcher interviews.

Memo from Chief Chinn regarding calculated cost for first quarter rental charges-attached

ADJOURNMENT

ATTEST:



Tad Rowan, Secretary



Tom Chinn, Chairman