



METCOM 9-1-1

Governing Board Meeting Minutes

February 13, 2024

Members in Attendance:

Jay Alley
Jim Anglemier
Mark Daniel
Danium Flowers
Gwen Johns
Michael Kahrmann
Doug Kintz
Bill Miles
Don Parise
Dave Rash
Keith Veit

Other in Attendance

Jake Cox Day Wireless
JP Fogarty Santiam Ambulance
Patrick Hoover MC Contractor Radio Project
James Montgomery Day Wireless
Jeff Springer Day Wireless

METCOM

Mark Spross
Wendy Patterson

In Attendance via Zoom:

Sherry Bensema
Jordan Donat
Levi Eckhardt
Brandon Hamilton
Martin Pilcher
Don Taylor
Jim Trierweiler

METCOM regular Governing Board meeting called to order at 10:02 AM with a quorum met by members present and via Zoom.

The Board meeting was opened by Chief Mark Daniel.

The September 19, 2023 Board meeting minutes were provided to Board members via email and available in hard copy form or by request at the meeting. Members asked if there were any changes to the minutes provided. None were voiced. The motion to accept the minutes were made as follows:

- Jay Alley made a motion to accept the September 19th, 2023 Board Meeting minutes.
- Second by Don Taylor
- Discussion: None. Motion passed, no opposition.

Radio Project update & House Mt.:

Patrick Hoover, Marion County Radio Project Coordinator, attended via zoom. Patrick advised a 45-day extension for the RFP was requested and granted. Submissions are due in three weeks' time. A second site visit was needed and conducted. No other information to report.

Q: Marks Spross asked who METCOM may contact to obtain information regarding the project at House Mountain and associated claims for METCOM, Stayton Fire and Santiam Ambulance.

A: Patrick advised that he would be the best contact at this time as he has standing meetings weekly and he could bring the information forward. Mark Spross will contact Patrick to discuss the current situation.

No other questions were presented.

Recruitment Updates:

Mark Spross provided the following recruitment updates for METCOM.

- Although METCOM is seeing an increase in applicants, there are challenges with applicant follow-through, not meeting typing requirements, inability to pass pre-employment backgrounds and lying.
- Currently we have seven candidates in the background process; two are in the final phase and scheduled for the pre-employment psych., one who has just started training this week, four at the very start of the background process with the anticipation of a 60-90 day process, several in the applicant testing process and two scheduled for interviews.
- We hope to have two more starting in March.

Opened for questions. No questions presented.

5024-2025 Budget Presentation:

Budget Committee Chair, Michael Kahrmann presented information on the 2024-2025 FY budget presented to the METCOM Board as follows:

- Total operating budget proposed by the Budget Committee: \$5,449,073.
- User fees needed to balance the budget is \$2,373,401 and increase of 5.9%
- Personnel services is \$3,538,174 which includes \$2,254,525 in salaries.
- COLA was bargained at 3% effective July 1, 2024.
- The Budget committee proposed a budget that reflects a 5% COLA on July 1, 2024, and an additional 3% COLA on January 1, 2025 in an effort to retain staff and the need to provide a more competitive salary within the area industry.
- Management reorganization to move Supervisor Thompson to an Operations Manager effective July 1, 2024.
- Carryforward mostly consists of radio project savings at \$524,000 and dispatch console replacement project at \$187,166.
- Most areas of the budget saw a 3-8% increase for the coming year (health insurance 8%, Property/liability insurance 15%, annual auditor costs rose 30%).
- Revenue shows a one-time reimbursement from FEMA for the Halls Ridge and City of Detroit radio projects (Beachie Creek Fire equipment replacement). These funds will be placed back into contingency.
- Some savings reflected in the proposed budget are:
 - Signed multi-year maintenance contract for the logging recorder to prevent increase until after August 2026.
 - Partnered with the State 9-1-1 program to offset costs at the backup center to include HVAC, furniture, phone upgrades and security system. Approximate savings to METCOM is over \$60,000.
 - \$50,000 is being saved for the CAD2CAD connection with Linn County
 - Removed funds for the flyover to update maps in part of the county. This will be added back in future budgets. Provided an approximate budget reduction of \$20,000.

Opened to the floor for questions.

Q: Is this just a presentation of the budget or is this going to a vote?

A: This is a presentation of the 2024-25 FY budget from the Budget Committee to the full board for information and discussion. There will not be a vote. The budget will be voted on for approval at the March 19, 2024 meeting.

General discussion: The management reclassification for Supervisor Thompson to Operations Manager is intended for both a retention tool and to align more appropriately what his duties and responsibilities have been. The overall increase with the proposed budget is 5.91%.

The floor was opened for any further discussion or questions. None were presented.

General Updates:

- Backup Center – the new consoles have been installed on the dispatch floor and five more workstations in the back boardroom area. Partnering with the State of Oregon to use the location as a “Lab” so the tax will pay for an upgraded phone system at the location. The advantage for us will allow for a smoother transition of phone calls if we need to dispatch from the backup facility. WVCC leases space from METCOM and utilizes this as their backup center. We will be upgrading the security system (the current system is not functioning at full capacity and is no longer supported), the State will pay for 50% of the new security costs. A logging record has been installed for the phones as well as improvements to the HVAC. The phone system should be installed by the end of summer. When the new consoles are installed at METCOM, staff will relocate to the backup center to conduct dispatch operations.
- The RFP for the METCOM consoles should go out at the end of this month. The anticipated installation will be end of October 2024.
- Halls Ridge & Detroit Fire (Beachie Creek Fire equipment replace project) – The new tower is up in Detroit and the fencing should be complete this month. We had to replace to “as was” condition, so this does not necessarily improve overall communications in the canyon but does provide us with something if we lose Halls for communication. Halls Ridge is basically complete. We are waiting for the final radio to be installed and all of our equipment will be replaced. The final step is the reimbursement process through FEMA. We are already working through the process and anticipate reimbursement in July or August of 2024.
- Telecommunications week is in April.
- Reducing dispatch staff to two people on Tuesday and Wednesdays between 0500-0700 has not yet happened. We are anticipating it will occur at some point.
- Thank you to all the agencies and users for all their help and patience during our staffing shortage.
- Police agencies, please do not use MDT’s for traffic stops. We have encountered some instances where the system is slow to refresh and does not show the officer’s location correctly. This is a safety issue, please only use as a last resort and not a primary source of checking out at a traffic stop.
- Have worked with Tyler on the vehicle and persons tab. You now have the ability to fill in more of this information. We strongly encourage officers to do this if they can, especially if you have more than one person.

Open Discussion:

Dave Rash retirement celebration will be on March 4th at 1400 hours, Hubbard Fire Hall. A big thank you to Chief Rash for his commitment to the Board and METCOM.

Welcome to Chief Don Parise, new Police Chief of Hubbard.

Future Meeting Dates:

All meetings will start at 1000 hours.

March 19, 2024 (Budget discussion and vote for approval/changes - Turner Fire)

June 4, 2024 (Budget adoption vote – Mt. Angel Fire)

September 17, 2024 @ METCOM

November 19, 2024 @ TBA

Chair Mark Daniel Closed the meeting and adjourned @ 1028.