

DELAWARE COUNTY 911 BOARD  
MINUTES  
April 21, 2009  
DELAWARE COUNTY EOC

In attendance at the meeting was: Tom Homan, Commissioner Tommy Thompson (for Commissioner O'Brien), Steve Lutz, Sheriff Davis, Chief Martin, Chief Vest, Chief Honeycutt, Chief Morris (for Chief McIntire), Chief Donahue, Chief Farmer, Dave Cannon, Interim Director Pijanowski and Interim Operations Manager Stephens.

Absent: Phil Panzarella

Also in Attendance: Gloria Rose James, Kelly Stojkov, and Lisa Iannotta.

- I. Chairman Homan called the meeting to order at 1:12 p.m with the Pledge of Allegiance.
- II. Reading and Approval of Minutes
  - A. Motion to approve the minutes of April 7, 2009 as presented by Chief Honeycutt, seconded by Steve Lutz. Motion passed unanimously.
- III. Interim Director Report

Interim Director Pijanowski stated that the 911 Center is moving forward with identifying problems with the ALERTS CAD and seeking the resolution. ALERTS seems more than willing to work with the County. A meeting is set-up for April 24 to formulate an attack plan.

Interim Operations Manager Stevens stated that they have reviewed all the SOPs and memos and are preparing to move them all into an updated policy manual. The process seems to be going well.

Interim Director Pijanowski stated that they are working on the repair of the fax servers for the FDs. It appears to be a Verizon problem.

Chairman Homan asked if ALERTS indicated that they can repair the CAD. Interim Director Pijanowski stated that one problem identified was the way information was being communicated to ALERTS by Delaware County. Now the problems are being coordinated and tracked. Some of the issues identified appear to be a training issue.

Chairman Homan also asked what Patrick Brandt's potential involvement with this process. County Administrator Cannon stated that Patrick actually works for the County Auditor, where he oversees the radio system and some miscellaneous sompeter operations.

#### IV. Committee Report

- A. Technical Committee – None
- B. Standards and Protocols – None
- C. Administrative – Chairman Homan stated that from the meeting with the County Commissioners, it was suggested that some of the Addendums of the Bylaws from Miami County need to be considered. This would clarify the roles and responsibilities of positions including the County Commissioners, the 911 Director and the County Administrator. Chairman Homan will convene the Administrative Committee consisting of Steve Lutz and himself. He asked if Commissioner Thompson will be taking former Commissioner Evans place on the Committee. Commissioner Thompson confirmed that until Commissioner O'Brien is available to attend. Commissioner Thompson also asked that a living and breathing document be formulated, that is flexible to allow changes as needed. He understands that not every answer can be included.

#### V. Unfinished Business

- A. Kimball Corporation – Chairman Homan stated that Kimball's work has been completed and they are on hold until the hiring process is begun.

Chief Donahue stated that the agenda has allowed for the 911 Board to move into Executive Session. He is going to remove this from the agenda unless it is needed.

- B. Mediator – Discussion was postponed to later in the meeting.
- C. Executive Session – Discussion was postponed to later in the meeting.
- D. Hiring of 911 Director – Discussion was postponed to later in the meeting.
- E. 911 Phone System – Tabled for next meeting
- F. Recording Replacement – Tabled for next meeting

#### VI. New Business

- A. 800 MHz Rebanding – Tabled for next meeting
- B. Chief Farmer stated that he was planning to attend a meeting in Franklin County concerning the outage of the hospital radio network on March 10. He will work to keep everyone in the loop.

## VII. Unfinished Business - Continued

G. Hiring of 911 Director – Chairman Homan stated that there was great success with the Executive Session meeting with the County Commissioners. The roles of the 911 Board was discussed. The County Commissioners are committed to the consolidation and felt the issue could be resolved without a mediator. At the County Commission meeting following the April 7, 911 Board Meeting, the Commissioners designated Dave Cannon as an Ex-Officio of the 911 Board. Chairman Homan stated that he came away from the meeting with unanimous support. The next step is to move forward with the hiring of the 911 Director,

Commissioner Thompson stated and motioned that he felt that the hiring of the 911 Director and the update of the 911 Board Bylaws could be done simultaneously. This was seconded by Chief Honeycutt and stated that he felt comfortable with the current direction. Motion passed.

Discussion followed about the process of hiring the 911 Director. Chief Vest stated that we had a process that seemed to work quite well previously. He would like to see the consultant used to get the initial number down to 10. That is the only change needed that he saw.

Chairman Homan stated that there was confusion at the end of the last process, and we need to get the County Commissioners and Administrator involved.

Commissioner Thompson stated that the County Commissioners are going to look at the 911 Board for the expertise. Discussion followed about where the hiring and salary negotiations would begin in the hiring flow chart. Chairman Homan stated that he will bring to the next meeting a schedule of the process and will work with Lisa Iannotta on dates. Commissioner Thompson asked that a complete timeline be established.

It was discussed that the draft advertisement from Kimball be reviewed and that it be presented at the next meeting with the remainder of the information on the hiring process.

Commissioner Thompson asked what the time from for the position being posted was. Chairman Homan stated that at the next meeting, May 5, the entire packet would be presented for the 911 Board to review and approve.

Lisa Iannotta stated that she needed to know where the advertisements were going to be posted and the funds for this needed to be identified. It cost approximately \$3,000 last year to run the advertisements. County Administrator Cannon stated that he would talk with Interim Director Pijanowski concerning the funds.

Chief Honeycutt stated that we should also discuss the funding for travel as that became an issue during the last process. Lisa Iannotta stated that there was not any reimbursement last time for the applicants. Chairman Homan stated that he felt there should be some assistance provided. Chief Honeycutt also discussed the lunch, as this was also an issue previously. County Administrator Cannon stated that he would again get with Interim Director Pijanowski to look if funds were available.

Kelly Stojkov complimented Interim Director Pijanowski and commented that the Board did not need to look any further for a Director.

Motion by Chief Farmer and seconded by Chief Vest to move into Executive Session pursuant to Ohio Revised Code Sections 121.22 (G) (4) personnel. Motion Approved at 2:07 p.m.

Motion by Commissioner Thompson, seconded by Chief Martin to come out of Executive Session at 2:15 p.m. Motion approved.

Motions by Chief Martin, seconded by Chief Farmer to accept the recommendation made by Interim Director Pijanowski concerning the open supervisor position, and forward the recommendation to the County Commissioners for approval. Motion was approved.

VIII. There being no further business before the Board, meeting was adjourned at 2:20 p.m.

IX. Next meeting is scheduled for May 5, 2009.