

Delaware County 911 Board Minutes
(taken by Pat Yankie)
June 17, 2008 at 1:00 p.m.
Delaware County Emergency Operations Center

In attendance at the meeting were Tom Homan, Glenn Evans, Sheriff Walter Davis, Captain Patrick Yankie (for Chief Russ Martin), Chief Gary Vest, Chief Gary Honeycutt, Chief John Bernans (for Chief Donahue), and Chief Marvin McIntire.

Excused: Steve Lutz, Bill Shively, and Dave Cannon.

Absent: Lt. Heidi Marshall

Others in attendance: Gloria Rose James (Delaware City P.D. Dispatcher), Chief Troy Morris (Tri Township F.D.), Bill Owen (County Prosecutor's Office), Jay Somerville (Dublin 911), Lisa Iannotta and Dawn Huston (both Delaware County HR).

- I. Chairman Tom Homan called the meeting to order at 1:08 p.m. with the Pledge of Allegiance.
- II. The minutes were reviewed: Motion to approve by Glenn Evans, seconded by Chief Honeycutt, and passed unanimously.
- III. Committee Reports: No reports were submitted or reviewed by the Technical Committee, Standards and Protocols Committee, or the Administrative Committee.
- IV. Updates on the 911 Director Selection Process
 - A. Lisa Iannotta submitted to the board a draft of questions that each of the three panels (Dispatcher panel, First Responder Panel, and Administrative/Management Panel) could ask of the 911 Director candidates. Also provided were two essay/writing questions. Questions had previously been submitted by members of the board for consideration and were pared down to these final suggestions.
 - B. Lisa Iannotta also submitted a "911 Director Candidate Evaluation Form" for consideration in assisting the panels during their evaluation of each candidate.
 - C. The current staffing of each of the interview panels is as follows:
 1. First Responders – Sheriff Davis, Chief Martin, Chief Honeycutt, Chief McIntire and Chief Farmer.
 2. Dispatchers -- Gloria James Rose (Delaware City Dispatch), Stephanie Stevens (Sheriff Dispatch), and Yvette Hatton (County Dispatch).
 3. Administration – Tom Homan, Steve Lutz, and a still to be named representative from the Commissioners Office or Townships.
 - D. There was much discussion on the content of some of the questions and whether other wording would elicit more insightful responses from the

- candidates. Both Lisa Iannotta and Dawn Huston agreed to make modifications based on input and to distribute the revisions to the board.
- E. More input was provided on the structure of the evaluation form including additions/deletions in some of the specific categories and modifications in the scoring system. Again both Lisa Iannotta and Dawn Huston agreed to make suggested changes and disseminate the modified form to the board.
 - F. There was discussion about how the separate evaluations of each panel would be consolidated into a final rating of the candidates. It was agreed that at 4:30 p.m., while the candidates were completing the essay questions, the panels would reconvene for a final group ranking. The Delaware County 911 Board would then meet at 5:30 p.m. to make their final recommendation to the Commissioners.
 - G. The question of whether more than one candidate would be forwarded to the Commissioners was raised. It was agreed that the board would wait until the day of the interviews and after the panels jointly made their recommendation. If one candidate uniformly separated himself as the best, his name would be forwarded to the Commissioners for approval. If two or three candidates were closely rated and were all acceptable to the board, they would all be forwarded to the Commissioners to decide the new Director. In order to facilitate the 2nd scenario, it was agreed that the Commissioners would be invited to a luncheon the date of the interviews in order to have the chance to meet the candidates in an informal setting.
 - H. Tom Homan reported that the reimbursement of travel expenses for the candidates is still being finalized with the Commissioners and this will be communicated to the candidates.
- V. Since the meeting was running long and another group was scheduled to start, this board adjourned at 3:08 p.m. without a formal vote.
 - VI. The next meeting is scheduled for July 1, 2008 at 5:30 p.m. at the Delaware County EOC right after the interview panels finish their 911 Director selection process.