

Delaware County 9-1-1 Board Meeting
June 6, 2023
1:00 PM

In attendance: Delaware City Manager Tom Homan, Sheriff Balzer, Chief Adam Moore, Chief Hrytzik, Chief Chris Kovach, Chief Tom O’Brien, Chief Marvin McIntire, Trustee Charles Miley, Director Jeff Fishel, Director Patrick Brandt, County Administrator Tracie Davies, Matthew Fletcher, Deputy County Administrator Dawn Huston and Sarah Dinovo.

Chief Hrytzik called the meeting to order at 1:02 PM, followed by the Pledge of Allegiance.

Approval of the minutes from February 7, 2023 meeting: A motion was made by Trustee Miley, seconded by Chief McIntire to approve the minutes from February 7, 2023. A voice vote was called. All voted Aye.

Public Comment

None.

Director’s Report- Director Brandt reported on the following:

Patrick’s last day at the County will be July 7, 2023. He has accepted a position as the Director of the Ohio 9-1-1 Program Office. The current director, Rob Jackson, is retiring.

Director Patrick Brandt reported on the following:

A. Revenue

a. Levy- Metrics

EMERGENCY COMMUNICATIONS CENTER - METRICS

Last Revision: June 1, 2023

FINANCIAL				
Year to Date - Overview				
	June 1, 2023	Budget	Target	
Revenue - Levy	\$ 2,585,978.04	53%	42%	
Revenue - Wireless	\$ 270,058.24	41%	42%	
Expenditures	\$ 2,515,536.87	39%	42%	
Total	\$ 340,499.41			

Expenditure Breakdown			
Levy Funds	\$ 2,475,042.09	98%	
Wireless Funds	\$ 40,494.78	2%	
Total	\$ 2,515,536.87		

Cash Balances as of: June 1, 2023			
Levy:	\$4,223,383.23	Wireless:	\$1,915,779.31

PERFORMANCE				
Fire and EMS Call Dispatch Times				
Year	Below 90 Seconds	Over 90 Seconds	120 Seconds	
NFPA	90%	10%	99.00%	
2018	95.98%	4.02%	98.69%	
2019	96.90%	3.10%	98.99%	
2020	95.97%	4.03%	98.58%	
2021	95.97%	4.03%	98.58%	
2022	98.52%	1.48%	99.17%	
2023	98.81%	1.19%	99.30%	

Year To Date Statistics	
Phone Calls	41,698
CAD Calls	33,052
Radio Push To Talk	2,030,989

b. Governor’s Budget:

- i. \$28M (FY24), \$17M (FY25)
- ii. Wireless rate to go to .64 cents per device

B. Expenditures/Projects

- a. Fiber Project OnGoing:
 - i. Lazelle: Team Fishel has bored the site.
 - ii. **MARCS** - Dublin Road Site: no news to report.
 - b. Shelter: The Shelters have been ordered. Chris Waldo will be in charge of seeing that project thru.
 - i. Dunham Road
 - ii. Ashley
 - c. Upgrade to Phone System: Ongoing.
 - d. CAD to CAD with Licking County: The project has stalled due to a Tyler Technology issue.
 - e. FCC License: Has submitted a request for the information to now be sent to 911Admin emails.
 - f. Off-Line Run Cards: Nothing to report.
- C. Call Volume
- 1. Phone calls YTD: 41,698, 2022: 40,877 - 821 Increase ~ 2%
 - 2. CAD: YTD: 33,052, Saturday, 4 pm, 2022: 31,828, Tuesday, 3 pm -1,224 ~ 3.8%
 - 3. Top 3 Nature Codes YTD and 2022:
 - a. 9-1-1 Hang-up - 5,548 / 3,277 = 2,271 ~69%
 - b. Traffic Stops-1798 / 1582 = 216
 - c. Sick 1,546 / 1462 = 84
 - 4. Need to do education for prevention on 9-1-1 dials from smart devices for hang-up calls.
- D. Staffing
- 1. One in training almost done with training
 - 2. Four in-training class
- E. CALEA
- a. File review is completed and no issues
 - b. On site visits from June 26 – 28 from Brent Grammel (Union Township in the Cincinnati area)
 - c. Belleview, Washington in November for Chief Hrytzik and Matt Fletcher

Chief Hrytzik welcomed Sheriff Balzer to his first meeting as the Sheriff of Delaware County.

Committee Reports: None of the committees met.

Unfinished Business: None.

New Business: The current job description for the 9-1-1 Director position was handed out. One of the updates going to be made will be under the job standards with certificates the candidate will need to have. Dawn Huston asked everyone to look over the description and make any edits/suggestion to be

considered and be returned by June 9, 2023. Sarah Dinovo will send out an email with the job description to the Administrative Board.

The applications will be vetted by the Administrative Committee, the County Administrator and the County HR department. Currently the Administrative Committee is made up of: Tom Homan (Delaware City Manager), Andy White (Powell City Manager), Gary Merrell (Commissioner), Jeff Balzer (Sheriff), Tracie Davies (County Administrator), Charles Miley (Trustee Representative) and Steve Hrytzik (Powell Police Chief). Ms. Davies suggested that the City of Powell's representative be replaced by a non-voting Fire Chief for the purpose of not creating a quorum of the full 911 Board. The by-laws currently states a quorum of the full board is represented by the Administrative Committee.

A motion was made by Tom Homan, seconded by Jeff Fishel to change the members of the Administrative Committee to replace Powell's City Manager with Chief Joe Ponzi (Genoa Township). A voice vote was called. All voted Aye.

There has not been an interim director selected yet.

No need for executive session.

Other business: Ms. Davies wanted to thank Patrick for all of his work in the Center and his dedication to the job. The sentiments were echoed around the room.

Next meeting date: August 8, 2023 at 1:00 in the EOC.

The meeting adjourned at 1:33 PM with a motion from Chief McIntire, seconded by Chief O'Brien. A voice vote was called. All voted Aye.

Respectfully submitted by Sarah Dinovo