



DELAWARE COUNTY EMERGENCY COMMUNICATIONS

10 COURT STREET, DELAWARE, OHIO 43015
MAIN: 740-833-2160 FAX: 740-833-2159

Delaware County 911 Board Meeting Minutes
Delaware County Emergency Management Agency- 10 Court Street-EOC
December 5, 2023 - 1:00

In attendance: City Manager Tom Homan, Commissioner Gary Merrell, Chief Adam Moore, Trustee Charles Miley, Marvin McIntire, 911 Director Lauren Yankanin, EMS Director County Administrator Tracie Davies, Ali Glusich, Jill Jones, Matt Fletcher, and Brandy Wilson.

Meeting started at 1:03 p.m.

Approval of October 3, 2023 Meeting Minutes

There was a motion made by Mr. Merrell and seconded by Mr. Miley to approve the October 3, 2023 meeting minutes. A voice was called. All voted Aye.

Public Comment

There was no public comment.

Director's Report

1. CALEA reaccred – Hearing in Bellevue, WA, in early November. Mr. Homan, Matt Fletcher, and Lauren Yankanin attended.
2. Review of budget and call volume stats
 - a. Statistically, 911 is still on track with where we need to be to comply with Ohio 5507 requirements.
3. Staffing updates
 - a. One trainee was on LWOP due to a medical condition and has since decided to no longer continue with DELCOMM.
 - b. Three with experience currently in training. Two are into or moving into fire. One is coming out of the classroom into call-taking.
 - c. Completed 11 interviews last week for applicants without experience. Of these, moving forward with three of the candidates.
 - d. Lauren is working on determining how we can fit the trainees with our available trainers. Another round of hiring will be needed but looking into not starting too soon and have people strung along too long.
 - e. There's still an open supervisor position. The first round of posting for the position netted one offer which the applicant declined. Lauren held off pursuing further hiring until we could hire more telecommunicators.
4. Union negotiations are underway. Headed to mediation which is scheduled for January 3 at 1000. An MOU was passed that increased training pay to \$2 and also settled the grievances we had pertaining to leave time.
5. Our State requirements for 5507 were due in November and were turned in on time. Lauren is still waiting to hear back on compliance with those. Lauren doesn't anticipate any concerns.
6. NG911 update – have a quote from B&C, provider for phone/radio equipment. The expense includes equipment for connecting to the State ESInet and services required for texting. Total for the project between Delaware, Dublin, and Westerville is \$95,940. Delaware's portion is \$32,500. The State may be able to use funds to cover or reduce our costs. More to come.

7. County 911 Plan update – Lauren will attend a meeting at DAS next Monday to learn more about updating our County Final Plan to incorporate NG911 in Ohio. A template will be presented as well as guidance on what needs to be included in the plan.
8. The CISA (Cybersecurity and Infrastructure Security Agency) and the State of Ohio have embarked on a project to update the TICP (Tactical Interop Communications Plan). Have until January 31 to complete our portion and provide information to our Region 4 coordinator. Lauren is working with Alex McCarthy and Chris Waldo to fill in the technical details of the radio system and amateur radio system and our radio channel template.
9. Lauren updated the Delaware County webpage that houses 911 Board information to include our minutes from 2023. Lauren also added the date for today’s meeting for public notice. The main page about DELCOMM was updated as well. 2014 data was on the site, and Lauren updated it to 2022 data. Lauren plans to include more updates/information as well in the future.
 - a. Lauren is working on increasing our social media presence. We’ve had over 80 more FB followers in the last month. It may not seem like a lot, but it is positive progress. The more we can put DELCOMM out there, the more we can use this as a recruiting tool. Lauren would like to see us start recognizing 911 staff on social media and providing some public ed components.
 - b. Justin King and Lauren are working on a recruitment video, updates to our informational video, and possibly some public ed videos. Lauren plans for these to be posted on the webpage and socials.
10. Shelter replacement update.

Committee Reports

- a. Administration – Nothing to report on.
- b. Standards Protocol– Nothing to report on.
- c. Technology– Nothing to report on.

Adjourning into Executive Session (if necessary)

There was no need to meet for Executive Session.

New or Other Business

Board Positions for 2024

Tom Homan made a motion and Commissioner Gary Merrell seconded the motion for Chief Kovach to be the Chair for 2024. A voice vote was called. All in favor.

Commissioner Gary Merrell made a motion and Marvin McIntire seconded the motion for Chief Adam Moore to be Vice-Chair for 2024. A voice vote was called. All in favor.

Chief Adam Moore mentioned that he attended an active aggressor meeting and was very well attended.

Adjournment

There was a motion made by Mr. Merrell and seconded by Mr. Miley to adjourn the meeting at 1:23pm.

Next Meeting: February 6, 2024 at 1:00 p.m.