



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
February 6, 2024 - 1:00

In attendance: Chief Chris Kovach, City Manager Tom Homan, Chief Adam Moore, Trustee Charles Miley, Police Chief Ron Sallows, Marvin McIntire, 911 Director Lauren Yankanin, EMS Director Jeff Fishel, Sheriff Jeff Balzer, County Administrator Tracie Davies, Ali Glusich, Matt Fletcher, and Brandy Wilson.

Meeting started at 1:00 p.m.

Approval of December 5, 2023 Meeting Minutes

There was a motion made by Mr. Miley and seconded by Mr. McIntire to approve the December 5, 2023 meeting minutes. A voice was called. All voted Aye.

Public Comment

There was no public comment.

Director's Report

1. Updates on items from last meeting
 - a. Union Negotiations – Mediation was to take place 1/3, but due to illness, it was canceled. It's been rescheduled for next week, 2/12.
 - b. Lauren has received the letter of compliance from the State 911 Program Office for meeting the requirements of OAC 5507, the PSAP Operating Rules.
 - c. Delaware's portion of information for the Tactical Interop Communications Plan was turned in on time, January 31.
 - d. Justin King completed the informational video for applicants. Next, HR and Lauren will be working on a recruitment video.
2. Projects for 2024
 - a. The Ashley shelter is finally undergoing replacement this week. Chris Waldo checked signal strength around the area and found no concerns with coverage while the site is offline.
 - b. The fiber project running to tower sites in 2023 continues this year. No ETA for completion on that.
 - c. Shanahan shelter has been selected as the next replacement for later this year. Lauren has the proposal and will be moving that through the approval process.
 - d. Chris Waldo is continuing to work through radio replacements to ensure that all radios are compliant with the MARCS P25 link layer authentication.
 - e. Generator replacement at Carnegie to take place later this year.
3. Ohio 911 Program Office
 - a. State Revenue and Expenditure Forms – Due by March 1 and already submitted to the State. The intent of the forms is to determine how much funding each PSAP has. The State did not know how much money each PSAP had. Getting this information helps inform how much it is actually costing PSAPs to operate. This then informs the amount of government assistance funds needed. The 40 cents sunsets in October 2025 and is due to be reviewed in September 2025.
 - b. County Final Plan – Goes before the Commissioners tomorrow. Will then be distributed to Powell, Delaware, and all of the townships for their approval. Failure to respond is a denial. However, the plan can still be approved if Delaware and Orange Township approve it.

- c. Establishment of statewide 9-1-1 special needs database currently in the house committee. Will require the 911 steering committee to create the database and coordinate with interest groups for public outreach. Very early stages. More information to come.
4. Annual Reporting
 - a. Risk management – no BWC, risk management, or liability claims for 2023.
 - b. Complaint review – one formal and one informal. Both founded and corrective action taken.
 - c. Recruitment Plan – reviewed recruitment efforts, lack of job fairs in the area. However, efforts made through community events such as First Friday, firehouse open houses, etc. Additionally, increase social media presence and posting. Working with Olentangy for direct-to-workforce graduates.
 - d. Grievances – six total grievances. One regarding equalization of overtime – no violation of the CBA. Five related to the use of leave. No violation of the CBA, but it was settled with an MOU at step 2.
5. Metrics so far for 2024
 - a. Phone stats – the upgrade caused a problem with analytics software. Our vendors are working on it.
 - b. Starting the year off strong with call answering and dispatch times.
6. Staffing Update
 - a. Three trainees are out of training and full-fledged telecommunicators in staffing.
 - b. Hope to post updated benefits with a successful mediation on 2/12, but if it is unsuccessful, we will need to post anyway to work on filling the eight positions we still have open.

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

Sheriff Balzer congratulated Police Chief Ron Sallows of Powell on his new position.

Adjournment

There was a motion made by Mr. Fishel and seconded by Mr. Miley to adjourn the meeting at 1:25pm.

Next Meeting: April 2nd, 2024 at 1:00 p.m.