



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
October 1, 2024 - 1:00 p.m.

In attendance: Chief Adam Moore, Trustee Charles Miley, Chief Ron Sallows, Chief Marvin McIntire, 911 Director Lauren Yankanin, EMS Director Jeff Fishel, County Administrator Tracie Davies, Sheriff Jeffrey Balzer, Chief Chris Kovach and Brandy Wilson.

Meeting started at 1:00 p.m.

Approval of September 3, 2024 Meeting Minutes

There was a motion made by Sheriff Balzer and seconded by Mr. Miley, to approve the September 3, 2024 meeting minutes. A voice was called. All voted Aye. Chris Kovach abstained (absent at the September 3, 2024 meeting)

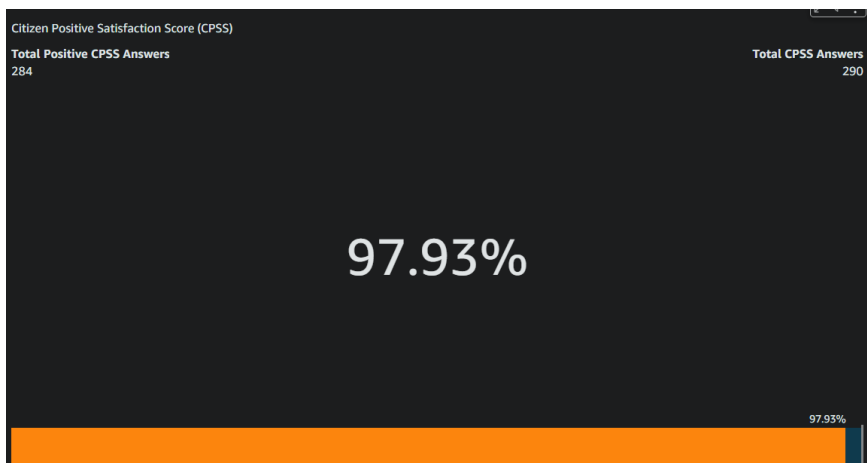
Public Comment

There was no public comment.

Director's Report

October 1, 2024 Director's Report

1. CALEA
 - a. Year one review for this cycle was completed the week of September 9th.
 - b. Findings state that DelComm is in compliance with the reviewed standards and areas of interest.
 - c. Two standards issues were identified and fixed during the assessment.
 - i. Annual evaluations – policy said these occur on the employee's anniversary date. They occur by 12/1 each year. The policy was updated.
 - ii. Early Intervention System – The proof provided did not demonstrate annual evaluation of the system. The proof was amended to demonstrate evaluation of the early intervention system.
2. PowerEngage



a.

- b. Average score for agencies is 85-95%
 - c. Response rate on surveys is 41.65%. Average response rate is 25-35% so we are trending high.
 - d. Staff response to comments scrolling in the room – positive. Opportunity to send personnel digests that summarize their comments on a daily or weekly basis.
- 3. Goal Updates
 - a. Generator replacement – delivered and awaiting installation
 - b. Shanahan – Site walk complete with Motorola, everything is prepared, delivery expected in mid-November
 - c. Compliance with 5507 – Upcoming in November
 - d. PowerEngage Launch – Complete – Launched 9/9
 - e. Successful CALEA review – Complete – Report received 9/24
- 4. LEADS Technical Security Audit
 - a. There were a couple of things that came up that we are working on. Amendment to the Tyler contract is one regarding the CJIS security addendum which is a new rule.
 - b. Some minor modifications to policy are needed both with IT and DelComm policies.
 - c. Window tinting to prevent viewing computers in the center.
- 5. Job posting for experienced dispatchers went live yesterday (9/30). It will be up for two weeks.
 - a. Posting up for two weeks – 9/30-10/14
 - b. Send video and Criticall invitations as applicants are received. 9/30-10/14
 - c. Set Criticall deadline three weeks from the posting date. – 10/21
 - d. Interviews for passing candidates. – Week of 10/28
- 6. Current trainees will be released in November. Dates range depending on progress from November 1-22. The one later in the month is due to leave required to care for a spouse.
 - a. Two new hires start on October 14.

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

1. Approval of the 2025 Budget.

A motion was made by Chief McIntire and seconded by Sheriff Balzer to approve the 2025 Budget. A voice vote was called. All voted Aye.

2. County Administrator Tracie Davies gave a reminder that feedback regarding the 9-1-1 Director's evaluation can be submitted to her.

Adjournment

There was a motion made by Chief McIntire and seconded by Sheriff Balzer to adjourn the meeting. A voice vote was called. All voted Aye.

Next Meeting: December 3, 2024 at 1:00 p.m.