

## Special Meeting 02/07/24

The Delaware County E-911 Trust Authority had a Special Meeting at 9:00 AM on February 7, 2024. The agenda was posted February 5, 2024 at 8:00 AM and placed in the Kiosk on the courthouse lawn, and the county website. The E-911 Trust Authority is hereby authorized to act on the following items:

The meeting was called to order by Chairman Carl Tesreau. All board members were present along with Vicki Cossairt, David Poindexter, David Beck, Carolyn Boothe, Rod Neal and Tracy Sixkiller.

Agenda #1: A motion was made to open for approve/amend minutes of the January 29, 2024 meeting by Alexander and seconded by Morris.

A motion was made by Morris to approve the minutes of January 29, 2024 regular meeting and seconded by Osburn.

Roll Call: Tesreau-yes; Morris-Yes; Barnwell-Yes; Rowe-Yes; Alexander-Yes; Osburn-Yes; Beck-Yes

Agenda #2: A motion was made for approval to hear presentation from Vicki Cossairt concerning payment plans and salaries for dispatchers by Rowe and seconded by Barnwell.

Board Chairman Tesreau asked for questions to be held until after Cossairt had made her presentation. Cossairt provided a packet of various figures and schedules to go over and commented on the amount of research that had went into it. Cossairt mentioned about the benefits state used differing from Delaware County. Cossairt talked about retirement. Cossairt commented about why having to go out and buy. Cossairt said the state has several options and there was a page showing them. Cossairt mentioned about no Tricare. Cossairt mentioned you can buy supplemental. Cossairt mentioned about the state being different than the county, high deductible 750/1000 HSA. Cossairt mentioned they saved approx. \$280k on premium cost and then returned \$130k for HSA. Cossairt mentioned about having to take healthcare and life. Cossairt talked about American Fidelity not less than 100 people but then talked about 30 and being grandfathered. Cossairt talked about Native American benefits and some choosing to use those but still have life. Cossairt mentioned about a 200 stipend if opt-out. Cossairt recommended a plan showing total cost of \$121,438.08. Cossairt talked about the current health coverage for 911 and Sixkiller explaining an extra cost of \$1408.92 to save \$1000. Vicki talked about transferring people into 911 and she was authorized to transfer. Cossairt mentioned about the benefits for ½ a year since they run on a calendar year. Cossairt recommended to transition Sixkiller to the new plan at the end of the year.

Cossairt talked about staffing and presented information on 16 full-time and 2 part-time dispatchers budgeted. Cossairt mentioned referencing the feasibility study and 21 employees. Cossairt talked about if you are in OPERS you were in it forever. Cossairt talked about a schedule of 8-hr shifts that she recommended, citing high burnout. Cossairt also discussed about 15 total, 9 full-time 40 hours a week and 6 part-time 1000 hours a year as well as the PSAP director position. Comp time was also talked about, never without but minimal. Also discussed was 9 full-time, 9 part-time. Cossairt talked about a mixture of hours or all 8 hrs. Morris asked about the hourly rate and Cossairt mentioned \$17 hr. full-time and \$18.50 hr. part-time. Barnwell asked about no overtime and Cossairt mentioned not having that figured in schedule. Barnwell asked about currently earning OT and Beck mentioned they wasn't but

were now. Tesreau asked about the \$56,000 on FICA/Medicare and about the 65,337.08/130,674.15 on FT Mapping Employees. Beck mentioned the OPERS figure was too low. Cossairt mentioned she would rework the spreadsheet. Some of the figures had gotten doubled.

Cossairt talked about an Administrative Assistant position, mentioning 30 hours per week. Cossairt talked random drug testing every month. Cossairt mentioned 911 currently paying \$250 a month to Reliable, also mentioned about \$600 later and payroll. Cossairt talked about Administrative Assistant doing time/attendance to payroll. Osbourne asked about what was now being paid compared to the budget. Beck mentioned about 51k/54k per employee and over 500k with current. Beck also mentioned about the cost per employee he had done on a prior spreadsheet. It was mentioned about the budget almost doubling as well as capacity. Tesreau mentioned the way the agenda item was wrote, no decision. It was also talked about PTO leave, sick, vacation, benefits schedule and budget. Tesreau mentioned about having stuff to chew on, needing to get these things done and probably will need to have a special meeting between now and the next meeting. Cossairt talked about PTO and the county being generous. Cossairt talked about 13 paid holidays. Cossairt mentioned should but don't budget. Cossairt talked about OPERS and sick time going into retirement. Cossairt also talked about sick time policy. Cossairt talked about different time frames for what you accumulate. Cossairt talked about how things are in policy rolling over so many days, about 3 days of bereavement and what family members it applies to. Cossairt talked about one block of time and about if policy states about choosing not to pay. Cossairt mentioned about 1040 max accumulation on sick hours and 960 into retirement. Cossairt mentioned it being costly rolling into another year. Barnwell mentioned you can always add to later but can't take any. Morris mentioned about issues with various time. Cossairt mentioned about caps on time. Barnwell asked about being paid extra on holidays and Cossairt explained about if you are working you receive your pay and holiday pay. It was also talked about PTO/Holiday as an accruing expense and a line item on the budget. Cossairt mentioned about not budget but showing true cost. Beck mentioned about Administrative Leave. Example given was if the courthouse closed and those employees who still work would get. Cossairt mentioned about it being totally different with county. Morris mentioned about how to write the policy for Administrative Leave. David Beck mentioned about having his employees taking time off. Tesreau mentioned about it being things need to look at.

Agenda #3: A motion was made for approval to discuss with possible action to amend current prepared budget to include PSAP Director salary at amount to be determined by the board by Rowe and seconded by Morris.

Tesreau mentioned he had talked to our Attorney for how it would need to be written to amend our budget to add a position. Cossairt talked about a figure of \$68,282.50 with benefits as the salary would be \$55,000. Morris mentioned about talking to some candidates and what would they consider as a starting salary as he added \$75,000 as what he had been told. Tesreau said he had spoken to one and about the same boat but also talked about a vehicle to drive back and forth. Morris mentioned about budgeting the max and also about 75k without benefits. Osbourne mentioned about the education they have. Tesreau mentioned about March-June as a time frame and also April-June, maybe having someone by March. Tesreau mentioned \$35,000 as figure. Cossairt mentioned about 30% on benefits, giving a number of \$25,000.

A motion was made by Morris to amend the current prepared budget up to \$40,000 to account for a PSAP Director and was seconded by Barnwell.

Roll Call: Tesreau-yes; Morris-Yes; Barnwell-Yes; Rowe-Yes; Alexander-Yes; Osburn-Yes; Beck-Yes

Cossairt mentioned about an allowance for a vehicle.

Agenda #4: A motion was made for approval to discuss with possible action command structure for Delaware County E-911 by Morris and seconded by Rowe.

Tesreau talked about everyone knew how he felt and that he was in favor of the PSAP Director/911 Director as two separates under the 911 Board. Tesreau talked about a person would want more than the \$75,000 being all under one. Tesreau used an example of City Departments having a department head and reporting to the city council. Morris asked about where the Administrative Assistant would fall as it was just thrown in today. Morris mentioned about different opinions and being on the opposite side of that. Morris felt it would create a lot of issues-environment, different discipline, concerns. Beck agreed and noted it would cause problems. Beck talked about the board having different opinions and equal say the way he had read it. Morris mentioned about issues that they would want the board to deal with and an agency head to deal with. Tesreau mentioned about being able to find someone versed with each agency and bumping the number up. Osborne mentioned about policy. It was also talked about someone who might go to each member of the board for the answer they wanted. Tesreau mentioned that if there was an issue about coming to a board meeting. Rowe suggested about going to the Chairman and reaching out to members but it was said couldn't do that. It was also talked about the board being a strong board. Sixkiller talked about each would have their own things to do but would have to work together and if there were issues that probably had the wrong people. Morris talked about trying the two separate entities out and could revisit it later if necessary.

Alexander made a motion for the PSAP Director and 911 Coordinator as 2 separate entities under the 911 board and was seconded by Osburn.

Roll Call: Tesreau-Yes; Morris-Yes; Barnwell-Yes; Rowe-Yes; Alexander-Yes; Osburn-Yes; Beck-Yes

Agenda #5: A motion was made for approval to discuss with possible action posting approved PSAP position by Barnwell and seconded by Osburn.

Tesreau talked about approving the job description last week and about a motion to post and how long. Cossairt mentioned 60 days normally for applicants and also mentioned about 30 days. Cossairt mentioned about legally having to be posted a minimum of 7 business days and about closing when filled.

Rowe made a motion to post the approved PSAP position a minimum of 7 days and until filled, seconded by Morris.

Roll Call: Tesreau-Yes; Morris-Yes; Barnwell-Yes; Rowe-Yes; Alexander-Yes; Osburn-Yes; Beck-Yes

Tesreau mentioned about availability in the next week or two and asked for members to reach out to let him know for a Special Meeting. He had mentioned we were behind on stuff.

#6 Agenda: A motion for approval to adjourn the meeting was made by Alexander/Osburn and seconded by Morris at approximately 10:01am.

Roll Call: Tesreau-Yes; Morris-Yes; Barnwell-Yes; Rowe-Yes; Alexander-Yes; Osburn-Yes; Beck-Yes

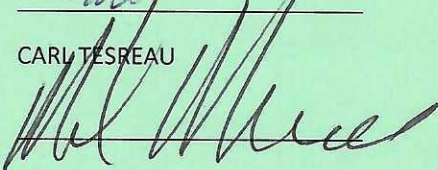
WITNESS OUR HANDS THIS 15TH DAY OF FEBRUARY, 2024.

DELAWARE COUNTY

E-911 TRUST AUTHORITY

  
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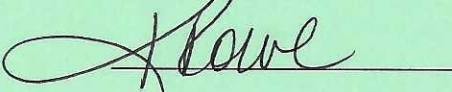
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MARK MORRIS

  
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CASE BARNWELL


  
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KIRSTEN ROWE

  
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BRANDON ALEXANDER

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VINCE OSBURN

  
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JAMES BECK



# DELAWARE COUNTY E-911 TRUST AUTHORITY

CARL TESREAU  
MARK MORRIS  
CASE BARNWELL

BRANDON ALEXANDER  
VINCE OSBURN  
JAMES BECK

KIRSTEN ROWE

#1

MOTION MADE BY MORRIS SECONDED BY Rowe

TO APPROVE/ AMEND MINUTES OF THE SPECIAL FEBRUARY 7, 2024 MEETING.

M. MORRIS 2nd BARNWELL  
TESREAU Y MORRIS Y BARNWELL Y ROWE Y ALEXANDER Y OSBURN Y BECK Y

MOTION CARRIED.

WITNESS OUR HANDS THIS 15TH DAY OF FEBRUARY, 2024.

DELAWARE COUNTY  
E-911 TRUST AUTHORITY

[Signature]  
CARL TESREAU

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MARK MORRIS

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CASE BARNWELL

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KIRSTEN ROWE

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BRANDON ALEXANDER

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JAMES BECK