



DELAWARE COUNTY E-911 TRUST AUTHORITY MINUTES

June 17, 2024

The Delaware County E-911 Trust Authority had its regular meeting at noon on June 17, 2024. The agenda was posted June 13, 2024, at 3:48 p.m. 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. Others attending included, E-911 Coordinator Tracy Sixkiller, Carolyn Boothe, PSAP Director Kyle Longacre, CPA David Clanin, and minutes clerk Kathy Parker.

AGENDA #1- A motion was made by Rowe and seconded by Alexander to approve the minutes of the May 20, 2024 meeting. Roll call: Tesreau-yes; Alexander-yes; Barnwell-yes; Beck-abstain; Rowe-yes; Osburn-yes, Morris-abstain. Motion carried.

AGENDA #2- A motion was made by Barnwell and seconded by Rowe to approve introductions and announcements. There were none.

AGENDA #3- A motion was made by Alexander and seconded by Morris to discuss with possible action report from David Clanin CPA on audit for the fiscal year ended June 30, 2023. Roll call: Tesreau-yes; Alexander-yes; Barnwell-yes; Beck-yes; Rowe-yes; Osburn-yes; Morris -yes. Motion carried.

Clanin said this is his eighth year to complete the audit. He said Bill Turner sends him the figures from the budget, but the auditors are behind because so many federal funds were distributed as a result of Covid. He said this is not a full-blown compliance audit, but a proper procedures audit. He said the balance sheets are safely in the black and there are no problems to report. He said the largest expenses were salaries and depreciation and the trust had a "good healthy year." A motion was made by Morris and seconded by Tesreau to accept the report. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Beck-yes; Morris-yes. Motion carried.

AGENDA #4 - A motion was made by Morris and seconded by Tesreau to hear the treasurer's report. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Beck-yes; Morris-yes. Motion carried. Barnwell said the Covid account has been closed and the funds will be put into the CD tomorrow.

AGENDA #5 – A motion was made by Tesreau and seconded by Osburn to pay claims presented by purchase orders. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Beck-yes; Morris-yes. Motion carried. A motion was made by Rowe and seconded by Alexander to approve purchase order numbers 4223 to 4242. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Beck-yes; Morris-yes. Motion carried.

AGENDA #6- A motion was made by Alexander and seconded by Morris to open the floor for new business. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Beck-yes; Morris-yes. Motion carried. There was none.

AGENDA #7 – A motion was made by Alexander and seconded by Barnwell hear the monthly report from E-911 Coordinator. Sixkiller said since the last meeting, 15 new addresses have been issued, 51 were verified, 12 were referred and 17 other calls were answered. He said Rod Neal has been working on ESN road matching on the AT&T safety platform. Sixkiller has been attending school and has a conference coming up. The Explorer was purchased and it is being lettered and outfitted with the logo.

AGENDA #8- A motion was made by Osburn and seconded by Morris to hear the monthly report for E-911 PSAP Director. Longacre said Sheriff Beck has signed with OLETS to get started with a full access key. Kansas P.D. signed to host an OLETS agreement. Longacre said the building tile is going in and painting is being done.

He said Dr. Lansetta will be the medical director at no cost as long as the center uses Power Phone. Longacre said he would attend the Jay City Council meeting tomorrow to talk about the July 1 consolidation.

AGENDA #9- A motion was made by Rowe and seconded by Osburn to approve the commitment MOU with Bernice Fire Department and the City of Bernice for a total of \$16,000. Roll call: Tesreau-yes; Beck-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #10-A motion was made by Barnwell and seconded by Morris to discuss with possible action content of dispatcher duties. Tesreau said a decision needs to be made on the duties of dispatchers related to warrants, OLETS and other inputting which is not part of dispatching. Longacre said the warrants need to stay with the sheriff, and the purchase orders, also. He said none should be kept in dispatch because it is too much movement. He said one person should be responsible in one place.

Beck said if the dispatchers are not going to input warrants, the BOCC must give him money to hire two people to do this in addition to his other budget items. Beck said it is just too much work, and if he doesn't get money to hire more people, the warrants will have to be kept in the jail. Beck said the BOCC will have to pay for all this because he deals with 10,000 or more warrants.

Morris said he is concerned, too. He said he cannot staff someone 24 hours at Grove P.D. to check warrants.

Beck said the warrants should be kept at the center for verification. If the warrants are kept in the jail, the dispatchers will have to wait for jailers to make verifications.

Tesreau said it is too much for dispatchers to enter, recall, and keep up with all the warrants while they are also trying to dispatch. Morris said he is concerned about being able to verify warrants 24/7. Beck said he runs the sheriff's office with three clerks and that is just not enough help to handle warrants, too.

Alexander asked if the warrants could be verified from a secure server. Beck said a paper warrant must be pulled to make an arrest because there is too much chance for computer mistakes. Alexander said sometimes the hard copy has been dismissed.

It was established that the information of a warrant must be entered on both OTIS and NCIC. Tesreau asked if each agency could enter the information on OTIS and NCIC, then store the warrants at the center for verification. Beck said that could be done. Tesreau said doing all this input plus dispatch is the cause of all the turnover at dispatch. Beck said storing the warrants at the center is good. Morris said Grove can input their warrants. All agreed the paper warrants should be stored in files at the center. Morris said it is essential that warrants which are recalled get pulled from the files.

Tesreau made a motion, seconded by Rowe, that each agency would enter its own warrant information and the E-911 Center will house the warrants. Roll call: Tesreau-yes; Beck-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

Sixkiller said 911 needs to talk to the agencies about this first and draft an MOU with responsibility guidelines. Beck asked if dispatch can keep doing his NCIC entries. Longacre said everything will go on status quo until July 1.

AGENDA #11-A motion was made by Tesreau and seconded by Morris to discuss with possible action agreement with K2 for the Leach/Rose tower site. Sixkiller provided everyone with a copy of the agreement, but said it needs some changes. Sixkiller said 911 had a verbal agreement with the previous owner. Now the tower has changed hands and the verbal contract is no good. Sixkiller said the new owner wanted \$9,000 per year at first. After Sixkiller talked to the owner about the original agreement, the price was dropped to \$3,600, locked in for 10 years. A motion was made by Morris and seconded by Osburn to accept the agreement. Roll call: Tesreau-yes; Beck-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #12-A motion was made by Morris and seconded by Alexander to discuss with possible action the invoice to install fee for the new 911 building from BOLT in the amount of \$5,078.07. A motion was made by Rowe and seconded by Beck to use purchase order #4243 to pay the invoice. Roll call: Tesreau-yes; Beck-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #13-A motion was made by Alexander and seconded by Morris to discuss with possible action E-Dispatch for all fire departments and emergency management totaling up to 500 users at \$9,934 annually. Longacre said the Mobile CAD is not cost effective. E-Dispatch sends the information to phones. There will be no additional cost to the agencies. Each agency will maintain its own list of who receives the calls. No pagers will be required any more as the system uses phones. A motion was made by Rowe and seconded by Osborn to approve using E-Dispatch. Roll call: Tesreau-yes; Beck-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #14- A motion was made by Alexander and seconded by Morris to discuss with possible action GeoSafe for all law users and three log-ins per fire department at \$30,000 annually. Longacre said the information would be kept by an agency administrator. Beck asked who would have administrative rights over the total system because "they can see everything." Morris said whoever that person is must have a confidentiality agreement. Morris said that should only be Longacre and one other person, A motion was made by Tesreau to continue with GeoSafe at no cost to the agencies with Longacre and Sixkiller maintaining the administration. Roll call: Tesreau-yes; Beck-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #15-A motion was made by Osborn and seconded by Tesreau to discuss with possible action Emergency Communication Specialist, full-time and part-time at \$18.75 per hour. Longacre said the goal is to dispense with pay cuts for transitioning dispatchers. There was a discussion about whether comp time or over-time will be paid. Longacre said there is \$40,000 in the budget for over-time pay out. Tesreau said the rate should stay at \$18.75 per hour. Beck said the rate his dispatchers make is currently \$17.31 per hour. A motion was made by Rowe and seconded by Alexander to approve the communication specialist pay rate at \$18.75 per hour. Roll call: Tesreau-yes; Beck-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #16-No action was taken on the item to discuss with possible action Emergency Communications Supervisor at the rate of \$21.70 per hour.

AGENDA #17-The item to discuss with possible action workman's compensation insurance was tabled until the next regular meeting. The motion to table was made by Alexander and seconded by Osborn. Roll call: Tesreau-yes; Beck-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.


AGENDA #18- A motion was made by Alexander and seconded by Osborn to discuss with possible action dispatcher's pay schedule. There was a discussion about Jay dispatchers getting paid every two weeks, which makes for 26 checks in a year rather than 24. Tesreau said the pay should be done the same way the county pays, which is the 15th and the last day of the month, since it is the county dispatch. A motion was made by Tesreau and seconded by Beck to have pay days on the 15th and the last day of each month. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Beck-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #19-A motion was made by Alexander and seconded by Morris to change the description on the Grand Savings Bank Checking account ending in 6301 to Donations Account. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Beck-yes; Rowe-yes; Morris-yes. Motion carried.


AGENDA #20-A motion was made by Alexander and seconded by Osburn to open the floor for public comments. There were none.

AGENDA #21-A motion was made by Morris and seconded by Beck to adjourn at 1:23 p.m. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Beck-yes; Rowe-yes. Motion carried.


DELAWARE COUNTY E-911 TRUST AUTHORITY MEMBERS


VINCE OSBURN

JAMES BECK


CARL TESREAU

MARK MORRIS


CASE BARNWELL

K Rowe
KIRSTEN ROWE

B Alex
BRANDON ALEXANDER



**DELAWARE COUNTY
E-911 TRUST AUTHORITY**

CARL TESREAU
MARK MORRIS
CASE BARNWELL
KIRSTEN ROWE
BRANDON ALEXANDER
VINCE OSBURN
JAMES BECK

#1

MOTION MADE BY Osburn SECONDED BY Alexander

TO APPROVE/AMEND THE MINUTES FOR THE JUNE 17, 2024 MEETING.

m: Rowe 2nd: Alexander

TESREAU Y MORRIS BARNWELL Y ROWE Y ALEXANDER Y OSBURN Y BECK
MOTION CARRIED.

JULY 15, 2024.