



DELAWARE COUNTY E-911 TRUST AUTHORITY MINUTES

February 26, 2024

The Delaware County E-911 Trust Authority had its regular meeting at noon on February 26, 2024. The agenda was posted February 22, 2024, at 3:20 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. Board members Mark Morris and Case Barnwell were absent. Others attending included E-911 Attorney Kim Ritchie, E-911 Coordinator Tracy Sixkiller, Rod Neal, Carolyn Boothe, Commissioner David Beck, Commissioner David Poindexter, Vicki Cossairt and minutes clerk Kathy Parker.

AGENDA #1- A motion was made by Rowe and seconded by Alexander to approve the minutes of the February 15, 2024, special meeting. Roll call: Tesreau-yes; Alexander-yes; Beck-yes; Osburn-yes; Rowe-yes. Motion carried.

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

AGENDA #3- A motion was made by Rowe and seconded by Tesreau to hear the treasurer's report. Tesreau gave the treasurer's report in Barnwell's absence. The account balances are: \$77,598.60 in the operating account; \$245,707 in the wireless account and \$333,186.51 in CDs at Bank of Grand Lake. As a result of previous discussions at board meetings, the operating account will become the donation account. Funds which are not donations will be moved from the operating account to the wireless account. A motion was made by Rowe and seconded by Beck to approve the treasurer's report. Roll call: Tesreau-yes; Alexander-yes; Beck-yes; Osburn-yes; Rowe-yes. Motion carried.

AGENDA #4 - A motion was made by Alexander and seconded by Osburn to pay claims presented by purchase orders. After looking over the list, no one found any unusual purchases. A motion was made by Osburn and seconded by Rowe to pay purchase orders #4156 to #4158 and #4159 to #4170. Roll call: Tesreau-yes; Alexander-yes; Beck-yes; Osburn-yes; Rowe-yes. Motion carried.

AGENDA #5 – A motion was made by Alexander and seconded by Tesreau to open the floor for new business. There was none.

AGENDA #6- A motion was made by Tesreau and seconded by Osburn to hear the monthly report from the E-911 Coordinator. Sixkiller said 23 new addresses were assigned, 70 were verified, 15 were referred and 22 other address calls were answered in the last month. Sixkiller said the ESZ layer has been updated. This is the program that defines appropriate responders for a location. The Butler and Kansas tower studies are complete. Monkey Island updates are needed for new subdivisions. Address information was sent to the state repository last week.

AGENDA #7 – A motion was made by Alexander and seconded by Beck to discuss with possible action \$800 per month charge to use PSO tower, tabled from last month. Tesreau said it looks as if the Butler tower may work in place of the PSO tower. Some small reinforcements are needed and the logistics of removing some equipment which is no longer used is being coordinated. A motion was made by Alexander and seconded by Osburn to table the item to the next meeting. Roll call: Tesreau-yes; Alexander-yes; Beck-yes; Osburn-yes; Rowe-yes. Motion carried.

AGENDA #8- A motion was made by Osburn and seconded by Beck to discuss with possible action selection of PSAP interview committee. Tesreau said he spoke to Valerie Barger in Ottawa County and she agreed to sit on the committee. Cossairt confirmed there are five applications so far. She suggested with that number, a two-stage committee interview process may not be necessary. Tesreau said Morris and Beck both have former employees who have applied and he thinks for that reason, they should not sit on the committee. He suggested Cossairt, Rowe and Valerie Barger. Osburn said he wants all the board members to be able to interview all the candidates. Several members pointed out that would be at least a whole day devoted to interviews. Rowe said that would be a big commitment for a lot of people. Tesreau said the board could give questions to the interview committee. Cossairt suggested the committee could interview and bring their selected candidate to the board. If the board does not approve the candidate brought by

the committee, the next one down the list could be brought to the board. Beck said it is fair for him to serve on the committee because he is just one vote. Tesreau said a lot of stress is put on the person being interviewed when one member of the committee is a former employer. Osburn said he wants to ask questions himself. Beck said if he is not on the committee, or Morris, there would be no police presence on the interview committee. Rowe pointed out Sixkiller is a law enforcement officer.

Tesreau suggested a committee made up of Barger, Cossairt, Rowe and Sixkiller. Alexander asked when the interviews would be conducted. Tesreau said in the next week or so. Sixkiller pointed out the next regular meeting is three weeks away. A motion was made by Rowe and seconded by Tesreau to form a PSAP interview committee consisting of Valerie Barger, Vicki Cossairt, Kirsten Rowe and Tracy Sixkiller. Roll call: Tesreau-yes; Alexander-yes; Beck-yes; Osburn-yes; Rowe-yes. Motion carried.

AGENDA #9- A motion was made by Alexander and seconded by Rowe to discuss with possible action the proposed budget. Tesreau said the employee budget with 21 dispatchers, the PSAP Director and two Coordinators will cost \$1,018,000 for payroll. A discussion about the cost of education yielded one sure cost. Dispatch pays \$350/month/chair to OLETS. Beck said he needs a budgeted position for someone in dispatch to help do sheriff's office paperwork for such things as warrant entries and update of stolen items. Beck said additional phone bills are paid by 911. Tesreau ran down a list of operating expenses that totaled \$1,597,646. He said he hopes to vote on a completed budget at the next meeting. Tesreau said the end of the fiscal year is coming and the commissioners must know how much money 911 will need to complete its payroll by then.

AGENDA #10-A motion was made by Tesreau and seconded by Rowe to discuss with possible action setting a fee amount for dispatching. Tesreau suggested figuring how to get a flat fee. He suggested charging users \$100 per radio per month. That would make Grove have the highest bill at \$72,000 per year. Other amounts for police departments would be \$36,000 for Jay, \$16,800 for Bernice, \$28,800 for Kansas and \$20,400 for Colcord. Tesreau suggested charging EMS \$6,000 per ambulance per year and \$500 per command vehicle. Osburn once again said he wants to charge by number of calls. Several board members agreed that would be difficult because someone must count and verify the calls. "Call volume could bankrupt the biggest and undercharge the not busy," Tesreau said. He said a decision must be made next month. Beck said an algorithm could be used to get a flat call number to charge fire departments. Tesreau pointed out all fire departments get the same amount of tax money each month. He pointed out that amount was \$7,900 last month. He suggested a flat rate of \$5,000 to \$5500 for fire departments.


AGENDA #11-A motion was made by Alexander and seconded by Tesreau to discuss with possible action MOU with City of Grove. No action was taken as Ritchie said he was still working on the document.

AGENDA #12-A motion was made by Rowe and seconded by Osburn to hear an E-911 remodeling update from Chairman Tesreau. Tesreau said good progress is being made on the remodel. He said the sheetrock should be hung next week. There have been some change orders, but those have been addressed. He invited board members to stop and look. He reminded the members they need a hard hat and vest to visit the site. Tesreau said the tower preparation is coming along and Rod Neal can set up the system fast once the towers are operational.

AGENDA #13-A motion was made by Beck and seconded by Osburn to open the floor for public comments. There were none.

AGENDA #14-A motion was made by Osburn and seconded by Rowe to adjourn at 12:59 p.m. Roll call: Tesreau-yes; Alexander-yes; Beck-yes; Osburn-yes; Rowe-yes. Motion carried.

DELAWARE COUNTY E-911 TRUST AUTHORITY MEMBERS


VINCE OSBURN

VINCE OSBURN


JAMES BECK
CARL TESREAU

CARL TESREAU


MARK MORRIS

CASE BARNWELL



KIRSTEN ROWE



BRANDON ALEXANDER



DELAWARE COUNTY E-911 TRUST AUTHORITY

CARL TESREAU
MARK MORRIS
CASE BARNWELL

BRANDON ALEXANDER
VINCE OSBURN
JAMES BECK

KIRSTEN ROWE

#1

MOTION MADE BY Alexander SECONDED BY Rowe

TO APPROVE/AMEND MINUTES OF THE FEBRUARY 26, 2024 MEETING.

m: OSBURN 2nd ROWE
TESREAU Y MORRIS AB BARNWELL ROWE Y ALEXANDER Y OSBURN Y BECK Y

MOTION CARRIED.

WITNESS OUR HANDS THIS 11TH DAY OF MARCH, 2024.

DELAWARE COUNTY
E-911 TRUST AUTHORITY

[Signature]
CARL TESREAU

[Signature]
MARK MORRIS

[Signature]
CASE BARNWELL

[Signature]
KIRSTEN ROWE

[Signature]
BRANDON ALEXANDER

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VINCE OSBURN

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JAMES BECK