

ELKO CENTRAL DISPATCH ADMINISTRATIVE AUTHORITY

EXECUTIVE BOARD

Minutes

10:00 a.m. PDT, Thursday, January 19, 2017

Elko Central Dispatch, 725 Aspen Way, Elko, NV 89801

CALL TO ORDER

The agenda for this meeting of the Elko Central Dispatch Administrative Authority Executive Board has been properly posted for this date and time in accordance with NRS requirements.

The Elko Central Dispatch Administrative Authority Executive Board met in a regular meeting beginning 10:00 a.m., Thursday, January 19, 2017 at CDAA, 725 Aspen Way, Elko, NV 89801. The meeting was called to order by Chairman Bill Hance at 10:04 a.m.

ROLL CALL

Executive Board Members

David Jones City of Carlin
Bill Hance Mbr at Large
Curtis Calder City of Elko
Jolene Supp City of Wells
Cash Minor Elko County

Others present

Donna Holladay CDAA
Matt Griego Elko Fire
Ben Reed Elko PD

APPROVAL OF MINUTES: December 8, 2016

Curtis moved to approve the minutes of the December 8, 2016 meeting. David seconded.

No public comment

Unanimous approval, motion carries

I. NEW BUSINESS

- A. Review, discussion and approval of updated Personnel Policies for CDAA. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY EXECUTIVE BOARD ACTION: ACTION ITEM**

Donna advised the Board that the updated Personnel Policies have been completed. They have been looked at by both the attorney and Pool Pact. The only new item added was the longevity clause for administration. Curtis moved to approve the Personnel Policies as presented. Jolene seconded.

Unanimous approval, motion carries

- B. Review, discussion and possible approval of annual evaluation for Donna Holladay, CDAA Director, for the period of August 20, 2015 to August 20, 2016, as completed by the CDAA Operations Board on January 12, 2017, and possible approval of a merit increase associated with a step increase and any matters related thereto. Presented by Matt Griego, Chairman of the Operations Board. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY EXECUTIVE BOARD ACTION: ACTION ITEM**

Chairman of the Operations Board Matt Griego presented Donna's evaluation to the Executive Board. He advised that they were a little late in doing the evaluation as Donna's anniversary date is in August. Bill Hance noticed that the dates on the Evaluation didn't match the dates on the Agenda. Matt told the Board that Donna meets expectations or higher in every category. Chief Ben Reed commented that he is happy with the training that's been going on and would like to see that continue. He also commented on the implementation of the Lead Position. Curtis asked if there was room for a merit increase or if topped out. Curtis moved to approve Donna's evaluation retroactive to September 1, 2016 and assuming a step increase is available, he recommends that be awarded to her. Jolene seconded.

Unanimous approval, motion carries

II. OLD BUSINESS

- A. Review, discussion and update on the Issues regarding CDAA accounting procedures. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY EXECUTIVE BOARD ACTION: NON ACTION ITEM**

*Donna advised the Board that testing for the open positions(s) would take place Wednesday, February 1, 2017.
Donna advised the Board that there have been no accounting issues since the last Board meeting. Cash advised that it's possible that they may close the US Bank account and open one up at Wells Fargo.*

III. APPROPRIATIONS

A. Approval of Warrants. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY EXECUTIVE BOARD ACTION: ACTION ITEM**

Curtis moved to approve the warrants. Cash seconded.

Unanimous approval, motion carries

IV. PUBLIC HEARINGS

A. Public comment period. **ACTION WILL NOT BE TAKEN**

Ben Reed told the Board that the E911 Advisory Board is in the process of developing an RFP for a consultant to help in the process. This will be presented to the Commissioners.

Comment was made that some of the telephone carriers are already deducting the 911 fee on their bills.

February 1, 2017 will be the 2nd reading of the 911 Ordinance.

Discussion on the Statewide 911 Coordinator.

Meeting adjourned at 10:32 a.m.

This agenda item is to provide time for the general public to address the Central Dispatch Administrative Authority Board regarding items of concern. Action cannot be taken at this time, but a matter can be set on the agenda for a future meeting, as appropriate.

NOTE: The Presiding Officer of the Elko Central Dispatch Administrative Authority Executive Board reserves the right to change the order of the agenda, and if the agenda has not been completed, to recess the meeting and continue on another specified date and time. Additionally, the Presiding Officer reserves the right to combine two or more agenda items, and/or remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

Respectfully submitted,



Donna Holladay
Director, CDAA