

**ELKO CENTRAL DISPATCH ADMINISTRATIVE AUTHORITY**

**EXECUTIVE BOARD**

**Minutes**

**10:30a .m. PDT. Friday, March 25, 2016**

**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.

**ROLL CALL**

Executive Board Members

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

Others Present

Teri Gage         Eide Bailey  
Ben Reed          Elko PD  
Dawn Stout        City of Elko  
Matt Griego        Elko Fire Dept

**APPROVAL OF MINUTES:**      February 26, 2016

*Bill Hance moved to approve the February 26, 2016 minutes. David Jones seconded.*

*No public comment.*

*Unanimous approval, motion carries*

**I. NEW BUSINESS**

- A. Review, discussion and designation approval of an independent auditor to prepare the annual audit for fiscal year 2016/2017, pursuant to NRS 354.624 (3), and any matters related thereto. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY EXECUTIVE BOARD ACTION: ACTION ITEM**

*Cash had questions regarding the auditor:*

- 1) Who authorized the joint RFP with the City of Elko?*
- 2) Was anyone included in reviewing the applications?*
- 3) There were no proposals with the agenda packet.*

4) Who reviewed the proposals?

*Dawn advised that they assumed they were the financial agent for CDAA since they perform our financial services. She advised that Jonnye, The Mayor, Councilwoman Simons and herself were on the reviewing committee.*

*Cash didn't feel that anyone other than Jonnye was qualified to be on the committee and wanted to see the cost analysis, that no back up was with the agenda packets. A new meeting was set for Thursday, March 31, 2016 at 10:30 a.m.*

*Curtis Calder moved to table the approval of the independent auditor. Bill Hance seconded.*

*No public comment.*

*Unanimous approval, motion carries*

B. Review and discussion of CDAA 2016-2017 Budget and any matters related thereto. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY EXECUTIVE BOARD ACTION: FOR POSSIBLE ACTION ITEM**

*Donna explained the tentative budget. She is requesting one additional dispatcher at an additional cost of 65,000 and one lead dispatcher at an additional cost of 6,500. She explained there would be no retirements anytime soon. The additional dispatcher would allow for 3 on shift at all times unless on sick leave or vacation. Would also help with the overtime in theory. Employee benefits would be going up. Telephone bills would be going down. Requested 3,000 additional for contract maintenance, 6,000 additional for training travel, 4,000 additional training, and 1,100 additional for software licensing. Also requested 15,000 capital as we need to replace 6 computers at 2,000 each and a firewall at 3,000. The computers are 4 years old.*

*Dawn advised there was 111,000 in the capital budget fund.*

*Unit counts will be going down, unit costs will be going up.*

*Curtis Calder moved to approve the tentative budget. Bill Hance seconded.*

*No public comment.*

*Unanimous approval, motion carries*

C. Discussion and possible approval of a Project Management Team for the Elko County E911 Project and any matters related thereto. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY EXECUTIVE BOARD ACTION: FOR POSSIBLE ACTION ITEM**

*Ben Reed inquired the need for a project team. He advised that there were going to be many questions going forward and a team could help answers these questions. Ben advised that he and Donna had a conference call with Frontier and got some answers to questions that Rob Stokes has already regarding fees to the phone companies and jurisdictions.*

*It was suggested by Curtis that the original E911 committee plus David Roberts, Matt Griego, Linda Bingaman, Ben Mangeng and Curtis Calder, if all agree, be the project team. The original team included Ben Reed, Bill Hance, Donna Holladay and Sherri McCarty. This way there will be no quorum problems.*

*Curtis advised the Board that he was going to start again on the interlocal. It was suggested that he might work along with Linda Bingaman with County Fire or Jim Pitts with the Elko County Sheriff's Office.*

*E911 will have a public meeting at the County Commissioners on April 7, 2016 at 1:30 p.m. Curtis will not be able to do the presentation so Ben Reed will be presenting.*

II. OLD BUSINESS

- A. No old business. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY EXECUTIVE BOARD ACTION: NON ACTION ITEM**

*No old business*

III. APPROPRIATIONS

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

*Curtis Calder moved to approve the warrants. Jolene Supp seconded.*

*No public comment.*

*Unanimous approval, motion carries*

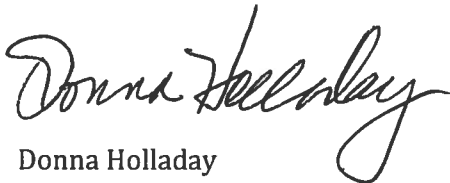
IV. PUBLIC HEARINGS

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

*Donna updated the Board in reference to the email read at the County Commissioners March 23, 2016 meeting. She was able to get the 'list' of gps coordinates they were talking about from Linda. They have been entered into CAD and the dispatchers have been notified.*

*Meeting adjourned at 11:25 a.m.*

Respectfully submitted,



Donna Holladay  
Director, CDA