

CENTRAL DISPATCH ADMINISTRATIVE AUTHORITY

OPERATIONS BOARD

MINUTES

10:00 a.m. P.D.T., Thursday, January 12, 2017

Central Dispatch 725 Aspen Way, Elko, NV 89801

CALL TO ORDER

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

ROLL CALL

Operations Board Members

Lee Cabaniss, ECAS
Matt Griego, Elko Fire
James Pitts, ECSO
Dennis Fobes, Carlin PD
Ben Reed, Elko PD

Others Present

John Pitts, ECF
Linda Bingaman, ECF
Donna Holladay, CDAA
John Holmes, Elko Fire
Kelli Peavey
Erin Coleman
Dale Lotspeich, Eagle Comm
Bill Hance

APPROVAL OF MINUTES: June 29, 2016

Dennis Fobes moved to approve the minutes from the June 29, 2016 meeting. Ben Reed seconded. Jim Pitts and Lee Cabaniss both abstained and Matt Griego voted aye.

2 abstain, 3 aye, motion carries

I. NEW BUSINESS

- A. Review and approval of annual evaluation of Central Dispatch Administrative Authority Director Donna Holladay, with recommendations to the Executive Board of a merit/step increase and any matters related thereto. PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY OPERATIONS BOARD ACTION: ACTION ITEM**

Matt presented Donna's evaluation to the Board. Ben wanted to add for Donna to continue with the training for Administration and the dispatchers as this is important.

Ben would be willing to advocate for more training funds if that is needed. No other comments. Jim moved to approve Donna's evaluation. Ben seconded.

Unanimous approval, motion carries

- B. Review and discussion of the operations of the aircraft incident on November 18, 2016. PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY OPERATIONS BOARD ACTION: NON ACTION ITEM**

Dispatch had the issue of getting people to dispatch to assist in the incident.

Biggest issue was misinformation given by the "APP". Units should possibly correct themselves when things change.

The patch was not utilized. The Board advised that dispatchers can ask the incident commander for a patch if they feel it is needed.

Incident went well considering.

II. OLD BUSINESS

- A. Report of day to day business. PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY OPERATIONS BOARD ACTION: NON ACTION ITEM**

Donna reported to the Board that we are one dispatcher down. Testing to be at the end of January. It's possible another dispatcher may be leaving. She is interviewing with the City of Elko Fire.

It was reported to the Board that the Exacomm recorder was down for a few days. It was asked how we can check that to make sure it doesn't go down days at a time. The Board was advised there is no Policy in place for checking but Donna would make it part of her daily checks.

Donna advised the Board that the FBI was in and did an audit. We did fairly well except we will need some IT work done to be in compliance.

III. PUBLIC HEARINGS

A. Public comment period. ACTION WILL NOT BE TAKEN

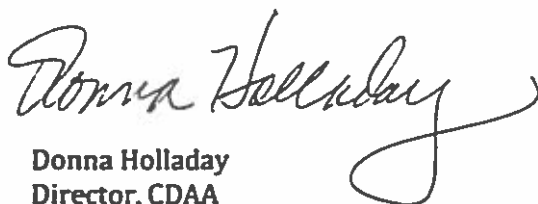
Ben reported to everyone that the E911 Advisory Board was going to meet that afternoon in the Commission Chambers at 1:30 p.m. The Board is to meet every 2nd Thursday of the month.

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 Operations Boards 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.

Adjourned at 11:10 a.m.

Respectfully submitted,


Donna Holladay
Director, CDAA