

CENTRAL DISPATCH ADMINISTRATIVE AUTHORITY

OPERATIONS BOARD AGENDA

MINUTES

October 2, 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

Jim Pitts, ECSO
Ben Reed, EPD
John Holmes, EFD
Lee Cabaniss, Elko Ambulance 1018

Others Present

Donna Holladay, CDAA
Kevin Hall, Wells Fire
Linda Bingaman, ECF
John Pitts, ECF
Jack Snyder, EFD
Matt Griego, EFD

APPROVAL OF MINUTES: May 24, 2017

Ben Reed moved to approve the minutes of the May 24, 2017 meeting. Lee Cabiness seconded. Jim Pitts abstained.

Motion carries

I. NEW BUSINESS

- A. Pursuant to CBA Article 27, paragraph F under Personnel File, where an employee may make application to have a written reprimand placed in a sealed envelope, Della Beachel request the Operations Board seal said documentation dated October 12, 2015 and make effective October 12, 2017. PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY OPERATIONS BOARD ACTION: ACTION ITEM**

Donna explained that Della Beachel submitted a letter requesting discipline in her employee file be sealed as per the contract. Donna also explained there have been no related offenses in the required 2 years. Ben Reed made a motion to agree as long as she doesn't offend and there are no related offenses in the next 10 days. Jim Pitts seconded.

Unanimous approval, motion carries

- B. 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**

John Holmes requested no review at this time. Jim Pitts moved to table. Ben Reed seconded.

Unanimous approval, motion carries

- C. Review and discussion of Law Enforcement, EMS and Fire radios going back to a radio roll call by dispatch when toning out medicals or fire calls. This will ensure that agencies are not walking on each other and dispatch receives response information the first time. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY OPERATIONS BOARD ACTION: FOR POSSIBLE ACTION ITEM**

Donna advised the Board that we needed to go back to the old way of toning medicals and fire calls where there was a roll call because we kept walking over each other. Jim said CDAA does the procedures. That the Board only authorizes the Policy. CDAA needed to just pick a date to update their procedure and let the agencies know. No action required.

II. OLD BUSINESS

- A. Update and discussion regarding the Elko County E911. **PUBLIC COMMENT WILL BE TAKEN PRIOR TO ANY OPERATIONS BOARD ACTION: NON ACTION ITEM**

Ben Reed advised the Board that the Consultant had been hired by the County. Other than that, there is no new update. It was requested to keep this item on the Agenda for future discussion.

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

Donna updated the Board on the day to day of the agency. Replacing the Assistant Director was discussed as was training the Leads to do tape recordings. An update on the status of Powerphone was given.

III. PUBLIC HEARINGS

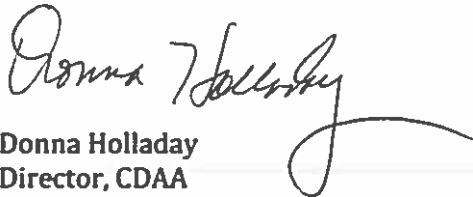
- A. Public comment period. **ACTION WILL NOT BE TAKEN**

Kevin Hall asked the status of the Interlocal agreement and when Wells would be a voting agency. He was advised that Curtis Calder was dealing with that. Donna agreed to send copies of the Interlocal agreement out to the Board members. Jim advised the members that Annette Kerr was now the Emergency Manager and Teri Pacini had taken over the position of Office Manager.

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.

Respectfully submitted,



Donna Holladay
Director, CDAA