

**Lincoln County Emergency Services
Board of Directors
Minutes of Regular Meeting
Thursday, March 21, 2024**

The Lincoln County Emergency Service Board of Directors held a meeting on Thursday, March 21, 2024, at the Cuivre River Electric Cooperative Building, pursuant to the agenda posted Tuesday, March 19, 2024.

Chairman Mike Cherry called the meeting to order at approximately 6:00 p.m. Present were Board of Directors Mike Cherry, Linda Sullivan, Lisa Sitler, Adam Stanek and Steve Fair. Tyler Schmieg was excused at this time. Randy Davis arrived later in the meeting. Chairman Cherry determined a quorum was present.

Staff present: Executive Director James Roberts, Attorney Justin Butler, Interoperability Manager James Johnson, Dispatcher Jessica Moore, Supervisor Tiffany Hockerson, and Supervisor Nicole Hanson.

Guests in Attendance: Bill Colbert (B&B Towing), Dale Colbert (B&B Towing), Mark Seigler (Hawk Point Fire Protection District), Brian Jackson (Jackson's Automotive), Joel Fann, Chris Wahoski, and Quentin Laws (Lincoln County Emergency Management). Multiple tow agency representatives were present but did not sign in.

APPROVAL OF AGENDA

Motion to approve the agenda was made by Adam Stanek and seconded by Lisa Sitler.

ALL AYES – MOTION PASSED

APPROVAL OF THE MINUTES

Motion to approve the minutes from the February 15, 2024, Regular Meeting was made by Lisa Sitler and seconded by Linda Sullivan.

ALL AYES – MOTION PASSED

PUBLIC COMMENT

Brian Jackson (Jackson's Automotive) addressed his concerns with the Board regarding towing maps. Discussion was had.

Supervisor Tiffany Hockerson addressed her safety concerns with station alerting with the Board. Discussion was had.

Supervisor Nicole Hanson addressed her concerns with the Lincoln County Sheriff's Office not communicating their locations on the radio with dispatch. Discussion was had. Executive Director James Roberts will address the concern with the Lincoln County Sheriff's Office.

NEW BUILDING PROJECT

Item 5.A. Project Expense Report

As per the request of the Board, Administrative Assistant Samantha Shelton provided an updated monthly report of expenditures for the New Building Project.

Item 5.B. Navigate Building Solutions

Draft RFP for Dispatch Consoles

Executive Director James Roberts provided Navigates' progress report and gave an update on the deadline for the RFP's for Dispatch Consoles. Mr. Roberts provided the large printouts of the building's updated site and floorplans for the Board's viewing. The Board requested that the updates site and floorplans be placed on the April agenda for Board approval. Executive Director James Roberts is to provide copies to the Board via email.

Chairman Mike Cherry stated that changes being made to any policies of LCES needed Board approval. Executive Director is to provide any updated policy changes to the Board via email for review.

NEW BUSINESS

Item 6.A. Lincoln County Opiate Civil Suit – Authority to Represent

Discussion was had between the Board and Attorney Justin Butler regarding the Lincoln County Opiate Civil Suit – Authority to Represent.

Director Randy Davis arrived at this time.

Motion to not participate in the Lincoln County Opiate Civil Suite was made by Adam Stanek and seconded by Lisa Sitler.

Roll Call Vote:

<i>Mike Cherry</i>	<i>ABSTAINED</i>				
<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>AYE</i>	<i>Tyler Schmieg</i>	<i>ABSENT</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>AYE</i>	<i>Randy Davis</i>	<i>ABSTAINED</i>

AYES 4 NAYS 0 ABSENT 1 ABSTAINED 2

MOTION PASSED 4 TO 0

UNFINISHED BUSINESS

Item 7.A. 10-Year Budget Projection

Administrative Assistant Samantha Shelton provided a letter to the Board in her absence addressing her progress on the 10-Year Budget Projection. Ms. Shelton is hopeful to have the project completed by the April Board meeting.

Item 7.B. Asset Tracking

Executive Director James Roberts provided an update on the Asset Tracking project. Mr. Roberts will attend a meeting on April 24th for the Salamander system.

REPORT OF DIRECTORS, BOARD OFFICERS, AND LEGAL COUNSEL

Item 8.A. Directors Report – James Roberts

Executive Director James Roberts reported that the MPSCC conference was a success. He also stated that Priority Dispatch was generous enough to provide Lincoln County Emergency Services with two (2) tickets to attend the Navigator Conference in Maryland. He stated that two (2) employee's will be randomly selected to attend. Discussion was had. Chairman Mike Cherry asked that whomever attend, bring back the information learned.

Executive Director James Roberts reported that the second round of provision training for the New CAD has been completed. Mr. Roberts advised of upcoming dispatch training to be held at the East Central Dispatch Center (ECDC).

Executive Director James Roberts advised that he along with Administrative Assistant Samantha Shelton, would be meeting with Ray Hutzel (NAVIGATE) to open the Dispatch Console RFP's. After review, a recommendation will be provided to the Board for approval at the next regular Board Meeting.

Executive Director James Roberts recommended providing paid Maternity and Paternity Leave for the center as an additional benefit for current and incoming employees.

Executive Director James Roberts advised that he was currently working with the Warren County Communications Director, Amy Leach, on putting together a Multi-County grant. This grant would be for the installation and services of INdigital. INdigital will provide Next Gen 911 service for IP based call routing. Counties included are Lincoln, Warren, Gasconade, and Montgomery.

Item 8.B. Interoperability Systems Manager Report – James Johnson Radio Systems Project

Interoperability Systems Manager James Johnson provided an update on the Radio Systems Project.

Pearson Attorney Retainer: \$1,500.00

Discussion was had regarding the Highway Y tower site and the Pearson Attorney Retainer and fees.

Motion to have Attorney Justin Butler draft a lease for the Highway Y tower site was made by Adam Stanek and seconded by Lisa Sitler.

ALL AYES – MOTION PASSED

Motion to cap the retainer at \$1,500.00 was made by Adam Stanek and seconded by Randy Davis.

ALL AYES – MOTION PASSED

Silex Repeater

Discussion was had regarding the City of Silex requesting sealed bids for their p25 repeater system.

Motion to bid on the Silex equipment and to not exceed \$1,000.00 was made by Adam Stanek and seconded by Randy Davis.

ALL AYES – MOTION PASSED

Item 8.C. Treasurer's Report – Adam Stanek

Approval of the February 2024 Financial Reports

Treasurer Adam Stanek presented the February 2024 Financial Reports provided by Administrative Assistant Samantha Shelton.

Motion to approve the February 2024 Financial Reports was made by Lisa Sitler and seconded by Linda Sullivan.

ALL AYES – MOTION PASSED

Item 8.D. Legal Counsel Report – Justin Butler

Attorney Justin Butler had nothing to discuss at this time.

Item 8.E. Board of Director(s) Reports

The Board of Directors had nothing to report at this time.

CLOSED SESSION

Item 9.A. Closed Session

Notice was given that the meeting or portion thereof will be closed pursuant to section 610.021 under the following specific exception: 610.021.01 Legal Actions, causes of action of litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys and 610.021.03 Hiring, firing, disciplining or promoting of particular employees by a political government when personal information about the employee is discussed or recorded.

The Board did not enter into closed session.

NEXT SCHEDULED BOARD MEETING ANNOUNCEMENT

Regular Meeting: Thursday, April 18, 2024 at 6:00pm
Cuivre River Electric Cooperative Building, Community Room
1112 East Cherry Street, Troy, MO 63379

ADJOURN

Motion to Adjourn was made by Adam Stank and seconded by Steve Fair.

ALL AYES – MOTION PASSED

Meeting Adjourned.

Respectfully Submitted: Taken by James Roberts, Executive Director;
Typed by Samantha Shelton, Administrative Assistant

APPROVED: _____ ATTESTED: _____ DATE: _____