

# MINUTES

Wednesday, Apr. 9, 2008

Metro

3:30 PM – 4:25 PM

Management

Law Enforcement Center

Council

320 W. 4th St.

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Members Present: Mayor Dave Munson, Councilman Gerald Beninga, Councilman Pat Costello, Commissioner Anne Hajek, Commissioner John Pekas

Attendees: David Atherton, Doug Barthel, Deb Berreth, Judy Buseman, Gary Colwill, Carey Deaver, Jennifer Holsen, Tom Huber, Donn Hill, Lyn MacDonald, Mike Milstead, Bill O'Toole, Ona Reker, Gordon Swanson, Dawn Taborda, Matt Tooley

## 1. Approval of Agenda.

Motion made by Councilman Beninga and seconded by Councilman Costello to approve the agenda. Motion carried.

## 2. Approval of Minutes.

Motion made by Councilman Beninga and seconded by Councilman Costello to approve the minutes of the meeting dated March 12, 2008. Motion carried.

## 3. 911 - Service and Contractual Issues.

- a. Approval of Financial Statements for month of March, 2008 including payroll & expenditures.

Tom Huber recapped the March 2008 financial reports. He also briefly discussed how the timing of receipts and payments can impact Metro's cash flow during certain periods of the year.

Councilman Costello inquired as to when the inventory assets would show up on the financials. Metro's inventory has been completed and turned into the County Auditor's office so the County Commission can act on the transfer of assets.

Motion made by Councilman Beninga and seconded by Councilman Costello to approve the March, 2008 financial reports. Motion Carried.

**4. Metro Communications Status Update & informational presentations.**

a. Medical Director Report

The Accredited Center of Excellence Report reflecting the EMD figures for the month of March, 2008 was distributed. Judy Buseman, REMSA, commended Metro on the report numbers saying they reflect a good trend in medical quality assurance.

REMSA staff continues to work with Metro in developing a newly revised quality assurance plan which could, in the future, extend beyond medical calls to law enforcement and fire dispatch. REMSA intends to make their final recommendations to the Metro Management Council in May.

Councilman Costello requested a flow chart reflecting Metro's present EMD process and how it would flow in the future.

b. APCO Member Assistance Advisory Program (MAAP)

The purpose of the MAAP audit was to review Metro's staffing and overall efficiency. The audit team made recommendations in five fields: customer service, policy/procedures, training, operations and reporting relationships/organizational structure.

In follow up to the recommendations David Atherton distributed Metro's Action Plan and in a powerpoint presentation explained Metro's long term goals in the five categories.

**5. Other Business:**

Motion made by Commissioner Hajek and seconded by Councilman Beninga to include in the monthly publication of the meeting minutes the names of all attendees, not just those of the Board members. Motion carried.

**6. Executive Session**

Motion made by Commissioner Hajek and seconded by Councilman Costello to go into Executive Session at 4:25. Motion carried.

Discussion on uniform grievance, and a yearly performance review

**7. Adjournment**

Meeting adjourned at an unknown time. Motion for adjournment went unrecorded.