

MINUTES

Wednesday, Aug 13, 2008

Metro

3:30 PM – 4:23 PM

Management

Law Enforcement Center

Council

320 W. 4th St.

Members Present: Mayor Dave Munson, Councilman Gerald Beninga, Councilman Pat Costello, Commissioner Anne Hajek, Commissioner John Pekas (arrived at 3:45 p.m.)

Attendees: Doug Barthel, Deb Berreth, Judy Buseman, Carey Deaver, Jennifer Holsen, Dr. Jeff Luther, Lyn MacDonald, Corky Miles, Mike Milstead, Bill O'Toole, Ona Reker, Sue Roust, Gene Rowenhorst, Jodi Schwan, Gordy Swanson, Dawn Taborda, Trae Umstead

1. Approval of Agenda.

Motion made by Councilman Costello, Seconded by Councilman Beninga to approve the agenda. Motion carried.

2. Approval of Minutes.

Motion made by Councilman Beninga, seconded by Councilman Costello to approve the Minutes of the meeting dated July 9, 2008. Motion carried.

3. E911 – Service and Contractual Issues

- a. Approval of the Financial Statements for the month of June 2008, including payroll, monthly overtime report and expenditures.

Ona Reker recapped the monthly financial and overtime reports. She reported that the physical inventory of the radio shop has now been completed. Councilman Beninga complimented Metro on their reduced overtime costs.

Motion made by Commissioner Hajek, seconded by Councilman Beninga to approve the July, 2008 financial reports. Motion carried.

- b. 2009 Budget update

Corky Miles stated that the Metro budget previously approved by the Metro Management Council in May would be taken to the City/County Joint Council Meeting on Monday, August 18th. He requested that additional discussion on the budget be deferred until after executive session.

Commissioner Pekas arrived to the meeting at 3:45 p.m.

c. Personnel Policy Manual Revisions

A document containing Personnel Policy Manual Revisions was handed out with discussion on the revisions being deferred until after the Executive Session.

4. Metro Communications status update and informational presentations

a. Medical Director Report

Dr. Jeff Luther recapped the Accredited Center of Excellence Report for the month of July. Metro's EMD figures were again well within compliance and above the averages for other centers across the Country.

He assured the committee that all accredited standards are being met in the medical area and he offered to help in streamlining quality assurance to other areas at Metro.

5. Executive Session

Motion made by Councilman Beninga, seconded by Commissioner Hajek to go into Executive Session at 3:50. Motion carried.

Personnel discussion.

Executive session ended at 4:10 p.m.

5. Deferred Agenda Items

a. 2009 Budget

Corky Miles advised the Commission that after review of the agency call volume, he would be requesting one position in 2009 rather than three.

Motion made by Councilman Costello, seconded by Commissioner Hajek, to amend the previously adopted 2009 budget to reduce the additional staffing from 3 to 1, reducing Personnel Expenses by \$90,088, with the change reflected in Agency reserves and no change in required County and City funding. Motion carried.

b. Personnel Policy Manual Revisions

Motion made by Commissioner Hajek, seconded by Councilman Beninga, to amend the temporary employee definition within Article 1 General, Section 1.01 Definitions of the Personnel Policy Manual revisions to read temporary employee means an employee who is not eligible for South Dakota Retirement System membership and other agency benefits. Motion withdrawn.

Motion made by Commissioner Hajek, second by Councilman Beninga, to approve the Personnel Manual Revisions as presented for approval.

Motion made by Commissioner Hajek, seconded by Councilman Beninga, to amend the previous motion by changing the temporary employee definition within Article 1 General, Section 1.01 Definitions of the Personnel Policy Manual revisions to read temporary employee means an employee who is not eligible for South Dakota Retirement System membership and other agency benefits, and by removing the last 2 sentences in Section 1 of Article VI Classification and Pay Plans, Section 6.07. Amendment carried. Amended motion carried.

7. Adjournment

Motion made by Councilman Beninga, seconded by Commissioner Hajek to adjourn the Metro Management Meeting at 4:23 p.m. Motion carried.