

MINUTES

Wednesday, December 10, 2008

Metro

3:35 PM – 4:20 PM

Management

Law Enforcement Center

Council

320 W. 4th St.

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

Attendees: Doug Barthel, Deb Berreth, Michelle Boyd, Carey Deaver, Gail Eiesland, Tom Huber, Donn Hill, Lyn MacDonald, Mike Milstead, Bill O'Toole, Ona Reker, Gordy Swanson, Dawn Taborda, Denise Tucker

1. Approval of Agenda.

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

2. Approval of Minutes.

Motion made by Commissioner Hajek, Seconded by Councilman Beninga to approve the Meeting Minutes dated November 19, 2008. Motion carried.

3. Appointment of Metro 911 Director

Bill O'Toole handed out a forthcoming press release announcing the appointment of Daren Ketcham as the new 911 Director. Mayor Munson thanked Michelle Boyd for stepping in and taking on the duties of the 911 Director on an interim basis.

Motion made by Councilman Beninga, Seconded by Commissioner Hajek to approve the appointment of Daren Ketcham as 911 Director. Motion Carried.

Councilman Pekas arrived at the meeting at 3:42 p.m.

4. E911 – Service and Contractual Issues

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

Ona Reker summarized the November financial statements and overtime reports. She also handed out a report depicting proceeds from surplus items sold at auction in October.

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

b. Resolution MMC 08-06, Employee Benefits

Motion made by Councilman Beninga, seconded by Commissioner Pekas to approve Resolution #MMC 08-06. Motion carried.

c. Resolution MMC 08-07, Changes Bank Signatory Authorizations

Motion made by Commissioner Pekas, seconded by Councilman Beninga to approve Resolution #MMC 08-07. Motion carried.

d. Ona Reker reported on the 2009 budgeted amounts for computer equipment and dispatch center consoles. Computer equipment is exempt from bidding purposes and multiple quotes have already been obtained. However, dispatch center consoles will require publication of bids.

Motion made by Commissioner Pekas, Seconded by Councilman Beninga to authorize publication of advertisement for bids for the purchase of dispatch center consoles, as budgeted for 2009.

5. Personnel Policy Manual, Proposed Amendments

a. Section 4.60, Vacation

Motion made by Commissioner Pekas, Seconded by Commissioner Hajek to approve Personnel Manual Amendment #4.60, as presented.

6. Metro Communications status update and informational presentations

a. Medical Director Report

Deb Berreth presented the ACE Emergency Medical Dispatch Report for the month of November. Metro's figures continue to be above the average of other medically accredited centers across the nation. Several Council members commended Metro dispatchers for their continual effort in achieving the high marks.

7. Executive Session

Motion made by Commissioner Pekas, seconded by Commissioner Hajek to adjourn into Executive Session at 4:00 p.m for contract discussion. Motion carried.

Motion by Commissioner Pekas, second by Commissioner Hajek, to amend the previous motion to recess into executive session rather than adjourn into executive

session at 4:05 p.m. for the purpose of contract and personnel discussion. Motion carried.

Motion by Pekas, second by Beninga, to exit out of executive session. Motion carried
Executive Session ended at 4:11 p.m.

8. Other Business

Sheriff Mike Milstead asked if the Council would like current Interim Director, Michelle Boyd, to provide transitional assistance to the newly appointed Director, Daren Ketcham.

The Council confirmed this request and thanked Michelle for her leadership during the past few months and for her assistance during the upcoming transition.

Bill O'Toole presented a Memorandum of Understanding between Metro Communications Agency and AFSCME, Local 3516, agreed to and signed by union leadership. The MOU amends Articles 1, 4, and 12 for the purposes of establishing adjusted pay grades for 2009 and amending associated articles because of the change.

Motion by Commissioner Hajek, second by Commissioner Pekas, to approve the Memorandum of Understanding between Metro Communications Agency and AFSCME, Local 3516. Motion carried

9. Adjournment

Motion by Councilman Beninga, second by Commissioner Pekas, to adjourn the meeting at 4:20 p.m. Motion carried