

SPECIAL MEETING MINUTES

Metro Management Council

Thursday, June 29th, 2017

2:33 PM – 3:33 PM

County Admin Building

415 N Dakota Ave

Members Present: Commissioner Jeff Barth, Commissioner Dean Karsky, Council Member Rick Kiley.

Absent: Mayor Mike Huether, Council Member Michelle Erpenbach.

Attendees: Matt Burns, Justin Faber, Jill Franken, Maggie Gillespie, Brad Goodroad, Mike Milstead, Carol Muller, Jesseca Mundahl, Paul Niedringhaus, Ona Reker, Monte Watembach.

Council Member Rick Kiley called the special meeting to order and presided in the absence of the Mayor.

1. Approval of Agenda

Motion made by Commissioner Barth, seconded by Commissioner Karsky, to approve the agenda. Motion carried.

2. Presentation of 2018 Budget Update

As requested Director Niedringhaus provided an update regarding FTE needs analysis, 911 Surcharge follow up and the resulting 2018 budget update.

Niedringhaus provided additional analytics supporting the FTE operator addition in 2018, including growth in first responder calls for service volume, increases in end user staffing levels, and how these affect agency workload and efficiency, along with how they impact end user service levels and first responder safety. He concluded showing a heat map of call volume and proposed schedule changes to ensure the most efficient coverage of busy call times. He explained the FTE would increase call takers during those times, reducing the burden of answering calls for operators dispatching first responders. Looking to the future, the existing center space can support adding a couple more employees before exceeding space and equipment capacity.

Motion made by Commissioner Karsky, seconded by Commissioner Barth, to approve the addition of one operator FTE in 2018, with additional review of the 2018 budget. Motion carried.

Niedringhaus provided follow up regarding 911 surcharges concerns. He contacted various local and state resources, including staff from city finance and legislative/operations, other South Dakota PSAPs, SD 9-1-1 Coordination office, SD Department of Revenue, and a local State Legislator. All shared similar concerns that the council voiced. They discussed consistency of surcharge subscriber data, nationwide vs. state trends, time and tools to effectively monitor and audit this data, 911 legislation sunset, along with effective methods to address a static 911 surcharge tax in support of increased 911 delivery costs. They identified potential

next steps to address concerns and current barriers to this success. Niedringhaus summarized these findings in a letter to various state officials. Many of those he communicated with remain in contact and continue their efforts to address our concerns, noting they affect not only Metro but PSAPs statewide.

Niedringhaus then presented the revised agency's proposed 2018 budget with the FTE included, along with projected cash flow through 2022, highlighting the importance of the surcharge legislation, what it would mean if the legislation sunsets or an inflationary increase was enacted, and what impact both have on the agency.

Motion made by Commissioner Barth, seconded by Commissioner Karsky, to approve the 2018 budget as presented. Motion carried.

3. Director's Report

Motion by Commissioner Karsky, seconded by Commissioner Barth, to amend the agenda order, moving the Director's Report before the Executive Session. Motion carried.

Niedringhaus advised agency staffing remains strong, reflective of below budget overtime and ability for staff to enjoy leave when requested.

He reported the grant funded WAVE project is now operational; this is an App for public safety responders to access and transmit local digital radio dispatches via their cell phones.

Niedringhaus addressed EMS Resource Depletion, advising 7 of the 8 city councilors toured Metro and participated in an information session describing the agency's role in the EMS system response. He invited the MMC Commissioner representatives to the same tour and presentation.

Also discussed were FOIA requests and how they can increase an understanding of our practices and procedures, growth of the city into county areas and associated diligence of coordinating public safety responses, along with maintaining close working relationships with partnering agencies regarding these changes.

4. Executive Session – Contractual

Motion made by Commissioner Karsky, seconded by Commissioner Barth, to enter into executive session for contractual purposes. Motion carried at 3:22 p.m.

Presiding council member Commissioner Kiley declared the executive session ended and returned to the open meeting at 3:31 p.m.

Motion made by Commissioner Barth, seconded by Commissioner Karsky, to approve the negotiated and union ratified January 1, 2018 through December 31, 2020 contract between the agency and AFSCME #3516. Motion carried.

5. Adjournment

Motion made by Commissioner Barth, seconded Commissioner Karsky, to adjourn the meeting at 3:33 p.m. Motion carried.