

MINUTES

Metro Management Council

Wednesday, May 1, 2019
3:32 PM – 5:12 PM
County Admin Building
415 N Dakota Ave

Members Present: Mayor Paul TenHaken, Council Member Christine Erickson, Council Member Rick Kiley, Commissioner Jeff Barth, Commissioner Gerald Beninga.

Members Absent: None.

Attendees: Keith Allenstein, Michelle Boyd, Matt Burns, Carey Deaver, Craig Dewey, Drew DeGroot, Justin Faber, Jill Franken, Maggie Gillespie, Brad Goodroad, Tom Huber, Scott McMahan, Mike Milstead, Carol Muller, Jesseca Mundahl, Bill O'Toole, Ona Reker, Matt Tooley

The meeting was called to order by Mayor TenHaken at 3:32 p.m.

1. Approval of Agenda

Motion made by Council Member Kiley, seconded by Commissioner Beninga, to approve the agenda. Motion carried.

2. Approval of Minutes dated December 12, 2018; December 28, 2018; and March 6, 2019.

Motion made by Council Member Kiley, seconded by Commissioner Barth, to approve the minutes of the meetings dated December 12, 2018; December 28, 2018; and March 6, 2019 as presented. Motion carried.

3. Public Input

None.

4. Presentation of 2020 Budget

Interim Director Jesseca Mundahl presented the 2020 agency budget. She highlighted partnering agency FTE growth of 15% in the last 10 years as compared to 4% for Metro. In addition, she provided data showing 77% radio transmission increases for the agency EMS channel, due in great part to EMS deployment model-system status management. Additional growth highlights over the last 10 years include 21% population, and 28% calls for service. Although various revenue has increased, city/county support remains flat, actually decreasing by 1% during this same period. She reviewed various outliers between 2019 and 2020 budgeted line items, along with projected cost of living increases resulting in a 17% net increase in operational expenses from 2019 to 2020. Most importantly she presented a request for 4 additional operational FTEs to address staffing needs to effectively support the growth experienced during these years by partnering agencies as compared to agency. She reviewed concerns with the current workload and services provided with current staffing levels, highlighting the nature of turnover in the PSAP industry for the agency and nationwide. She also reviewed 911 surcharge revenue and projected increases as compared to operational and

personnel increases, highlighting the reality that surcharges will not match expense growth resulting in an ever increasing need for additional city/county support. She requested a 25% increase in city and county support for 2020 to provide the necessary cash flow to support the increased costs of the agency and additional FTEs.

The council discussed agency facilities, increased staffing needs realizing agency FTE growth has been fairly stagnant for the agency during this same time span when partnering agencies have grown, along with necessary use of cash in light of available funding sources. Likelihood of future growth for the county and city was recognized, and requiring support of growth in agency staffing. Mundahl also presented data on optimum activity level for 911 staff to remain efficient and effective, noting we often run beyond the recommended optimum, placing additional stress on staff in an already stressful environment. 911 surcharges and past legislative changes were discussed, along with focus for future legislative changes. Mundahl requested approval of the budget as presented.

The council asked City of Sioux Falls Assistance Director of Finance Tom Huber for input and recommendation about the presented increase, discussing immediate approval or possibly additional review at a later special meeting. Huber reviewed the cash flow projections, noting his prior review of the proposal and his hope to reduce future year increases due to projected unspent funds. Next steps were reviewed, beginning with actions at this meeting, followed by joint city/county meeting presentation & full commission/council adoption in August.

Motion made by Commissioner Barth, seconded by Council Member Kiley, to approve the budget as presented with the addition of 4 operating FTEs and an increase of 25% in city/county support for 2020. Motion carried.

5. Executive Session for the purposes of and as authorized by SDCL § 1-25-2(1)

Motion made by Commissioner Beninga, seconded by Commissioner Barth, to enter into executive session for the purposes of and as authorized by SDCL § 1-25-2(1). Motion carried at 4:44 pm. Time returned to open meeting was 4:55 pm.

6. Motion to Approve the Appointment of Director of the Metro Communications Agency

Mayor TenHaken expressed his honor to recommend the appointment of Scott McMahon to the position of Director for Metro Communications Agency, noting his relevant background in Law Enforcement and PSAP administration for the City of Watertown SD.

Motion by Council Member Rick Kiley, seconded by Gerald Beninga, to approve the appointment of Scott McMahon as Director of the Metro Communications Agency; temporary employment status to begin on or before June 3, 2019, with full-time status to commence approximately 3 months later. Motion carried.

McMahon addressed the council and those in attendance, expressing his sincere thanks to the board and Metro staff for the opportunity, stating he looked forward to working with the partnering organizations, Metro staff and the Metro Management Council.

7. Executive Coordinator/Liaison Report

Executive Coordinator/Liaison Michelle Boyd addressed the council regarding progress with facilities review and planning for the agency. She reported various existing sites throughout Sioux Falls have been visited and reviewed for potential remodeling, including of the County Public Safety Building where the agency currently resides. In addition she reported on the Business Support Services plan, along with the MOU for legal services in support of agency operations and incumbent Director McMahon as he assumes leadership of the agency.

8. Adoption of MOU between Minnehaha County States Attorney and the Metro Communications Agency (MCA) for provision of legal services for MCA

Boyd requested adoption of Resolution MMC 19-01 for an MOU as presented for agency legal services to be provided by Minnehaha States Attorney, noting the agreement had been reviewed by City and County legal staff.

Motion made by Commissioner Barth, seconded by Commissioner Beninga, to approve the Resolution 19-01 adopting the Memorandum of Understanding between the State's Attorney of Minnehaha County and Metro Management Council, for provision of legal services for Metro Communications Agency. Motion carried.

Mayor TenHaken thanked State's Attorney Aaron McGowan for providing this service to the agency, while recognizing that City Attorney Keith Allenstein and other City Legal staff will get called in if conflicts arise in the representation of the agency by the State's Attorney Office.

He also thanked Tom Huber for his work with the Business Support Service team and support of the agency as it moves forward as an independent organization.

Mayor TenHaken also recognized Michelle Boyd for excellence government service, offering his congratulations!

9. Interim Director Report

Jesseca Mundahl provided several updates for the council. She reported on progress with a national action plan to reclassify 911 professionals as protected service personnel rather than clerical as they are currently classified. She reported that 8 operators were currently in training from recruitment cycles last fall, noting the agency currently has 1 vacancy but with 8 staff in training it feels operationally as if we are down 9 staff. She thanked the council for their support of staff and outpouring from so many partnering agencies & responders to recognize agency staff during the recent National Telecommunicators Week. She shared community outreach efforts by agency staff in the community in general, local high schools, and rural fire departments. She spoke about the State 911 phone system RFP, noting that we should expect an announcement in the next few months regarding award of the new phone vendor, with plans to move quickly with the phone system roll-out state-wide.

911 legislation was discussed along with questions to Mundahl about maximum business lines for surcharges, and staffing & space statistics per APCO. The

council expressed their appreciation and praised Mundahl for her service during this interim period and her excellent budget presentation.

Mayor TenHaken advised City HR would issue a press release for appointment of McMahon.

10. Adjournment

Motion made by Council Member Erickson, seconded by Commissioner Barth to adjourn the meeting at 5:12 pm. Motion carried.