

MINUTES

Metro Management Council

Wednesday, April 26, 2023
3:30 PM – 5:31 PM
County Admin Building
415 N Dakota Ave

Members Present: Mayor Paul TenHaken, Commissioner Deak Karsky, Council Member Curt Soehl, and Council Member Sarah Cole

Attendees: Adam Bunger, Aimee Chase, Carey Deaver, Drew DeGroot, LeNora Giles, Mike Gramlick, Tyler Klatt, Matt McAreavey, Mike Milstead, Mattie Peck, Ona Reker, Jon Thum, Monte Watembach

1. Determination of Quorum and Approval of Agenda

A motion to approve the agenda as presented was made by Commissioner Karsky, seconded by Council Member Soehl. 4 yeas, 0 nays. Motion carried.

2. Public Input

None.

3. Approval of Minutes dated March 29, 2023

Motion made by Council Member Soehl, seconded by Council Member Cole to approve the minutes dated March 29th, 2023, as presented. 4 yeas, 0 nays. Motion carried.

4. Presentation of Financial Statements year ending March 31, 2023

Business Manager Reker presented the financial statements for the 3 months ending March 31, 2023.

Motion to approve the Financial Statements ending March 31, 2023, as presented made by Council Member Cole, seconded by Commissioner Karsky. 4 yeas, 0 nays. Motion carried.

5. Presentation of Final Audited 2022 Financial Report

Business Manager Reker presented an overview of the final audited financials for the year ending in 2022. Reker shared with the council, the audit was accepted as presented, and deemed a favorable audit with no concerns brought forward by Auditors.

Motion to approve the Final Audited Financial Report for the calendar year 2022 was made by Council Member Soehl, seconded by Council Member Cole. 4 yeas, 0 nays. Motion carried.

6. Directors Report

Interim Director Gramlick presented his Directors Report utilizing the same format as used in the prior meeting.

When providing an update on the Operational Readiness of the Agency, Gramlick shared the transition of IT services to the City is in process and has been a demonstration of great coordination and effort between both the City and County. Gramlick also shared with the Council, Metro has been utilizing Sandy Frentz to update the Agency's Continuity of Operations Plan (COOP) to clearly identify roles of specific individuals and put the plan in a format easily understood by partner agencies with a target date of completion in early June 2023. Gramlick also provided a current update on transition plans to the new facility with a target completion date of October. He commended the Project Manager, Erin Bofenkamp, and her ability to integrate Metro specific timelines into the overall project timeline ensuring no details are overlooked. Her services and support have been phenomenal.

Metro continues to evaluate staffing and retention processes from recruiting to hiring to training. The Partner Agency Training (PAT) program continues to roll out using firefighters or law enforcement officers and moving them over into the dispatch center to provide additional assistance and backup. Metro is currently utilizing one PAT from Sioux Falls Fire who has a background of law enforcement and dispatch and is currently onboarding an additional PAT who does not have public safety background but will provide great insight on if hiring process are similar enough to determine if skills and abilities are similar enough to provide backup. Additional updates will continue to be shared as the program evolves. This program provides an opportunity to develop additional support to continue building capacity.

Gramlick recapped Metro has a cumulative average retention rate of 24% since 2004 and over the last five years processed an annual average of 400 applicants. Current staffing reflects 70% of fully trained and available staff compared to minimums. In 2022, there were over 9,000 extra hours worked to cover vacancies on the floor which required both salaried and floor staff each working on average over four and one-half additional weeks.

7. Presentation of 2024 Budget

Interim Director Mike Gramlick presented the 2024 agency budget, reviewing projected revenues and expenditures. The budget included an 8% city/county support increase for 2024 to ensure adequate cash flow in 2024 and long term.

The council discussed long term cash flow, along with current bargaining unit negotiations progress, delaying action on the budget for a possible special meeting. Gramlick confirmed he would ensure both the city and county would be provided with his presentation, and he would be available to provide any additional information they requested.

8. Executive Session for the purposes of and as authorized by SDCL § 1-25-2 (1), (3), and (4)

Motion by Commissioner Karsky, seconded by Council Member Soehl to move into executive session for purposes of as authorized by SDCL § 1-25-2 (1), (3), and (4). 4 years, 0 nays. Motion carried.

The Council entered into the Executive session at 4:18pm. Mayor TenHaken returned the Council to Open meeting at 5:28pm.

9. Adjournment

Motion made by Commissioner Karsky, seconded by Council Member Soehl to adjourn the meeting at 5:31pm. 4 years, 0 nays. Motion carried