



ORIGINAL

January 14, 2016 REDA Executive Board Minutes

Called to order by Chairman Rudometkin @ 1100, determined to have a quorum.

Present:

Chairman Rudometkin
Aubrey Hobson
Mayor Phillip Burch
Jim Townsend
Commissioner Glen Collier

REDA Executive Director Robbie McCormick
REDA Operations Manager Bambi Kern
REDA Supervisors Anita Ritter and Chris Chavarria

Chief Raley
James Cleveland
Sheriff London

Others present: Danny Kiper FLETC SEM

Approval of January 14, 2016 Agenda -

Agenda changes requested:

No discussion of Resolution 16-003 concerning Line Item Budget Adjustments would be postponed until the February meeting- Director McCormick

Strike 5 B

Section 6C1 will not be introducing officers as the elections have been postponed. – By Director McCormick

Section 6D Advance Communications will not be making their presentation today. – By Director McCormick

The October 26th Operations Committee meeting minutes are to be reviewed, January 11, 2016 meeting minutes will be reviewed at the February meeting.

Mr. Townsend moved to approve as amended, Commissioner Collier seconded – all yes.

Approval of December 10, 2016 REDA Executive Board Regular Meeting Minutes– Director McCormick made a clarification on page 11, to an incorrect maintenance amount of \$250,000.00 annually for the CAD RMS contract agreement cost in the CAD RMS contract. At the back of the minutes she had attached a copy of the maintenance cost breakdown. The first year is warrantied, the second year is \$100,576.00, third year is \$105,605.00, the fourth year is \$110,885.00 and the fifth year is \$116,420.00. It also has a breakdown for the radio piece, so it is not \$250,000.00 a year.

Mr. Hobson moved to approve the minutes, seconded by Mayor Burch– all yes.

Ops Committee January 11, 2016 meeting Minutes were reviewed, no approval was needed.

Agenda Items

1. Financials Report/ Budget

a. – Approval of the December Financial Report / Invoices.

2.06% under budget at one month into the second half of the year. -By Director McCormick. Mr. Townsend moved to approve, Mr. Collier seconded – all yes, motion carried.

b. – Approval of the December Monthly Invoices for Artesia and Eddy County. Mayor Burch moved to approve, unknown seconded, -all yes, motion carried.

2. Ordinances: None

3. Expenditures Review/ Approval: None

4. Resolutions

a. 16-001 – Operations Committee meeting monthly.- By Director McCormick, who presented a recommendation for increasing the Ops Com meetings from quarterly to monthly, prior to REDA Executive Board meetings. Suggesting it would solidify the calendar of those meetings. Sheriff London agreed that he believed it would make more sense for the Ops Committee to meet more frequently than quarterly, with or without a resolution. Mayor Burch questioned whether this action required a resolution. Director McCormick explained that the JPA read no less frequently than quarterly, and it had been decided at previous meetings to meet quarterly, this would officially undo that and make meeting monthly a marked calendar event. Mr. Townsend inquired about the JPA specifies exactly who was to attend the meetings. There is a potential for making a revision to the language of the JPA to allow for an alternate representative to attend meetings instead of the current wording, which allows only the specific four members, and no alternates. Motion to approve resolution 16-001 was made by Mr. Townsend to approve the resolution, seconded by Mr. Collier; it was voted upon, and passed.

b. 16-002 – REDA Executive Board Meetings.- By Director McCormick. The resolution would change the monthly REDA Executive Board meetings to quarterly, except for April, May and June. The JPA reads no less than quarterly. That possibly meeting quarterly would be easier to schedule and have a full board every time instead as opposed to the monthly meetings. Sheriff London commented that it might make it easier for the board to meet quarterly instead of monthly. Mr. Hobson suggested that until we get the operations straightened out it may be best to continue to meet monthly.

It was agreed upon to continue monthly meetings for the present time, until the operations committee is on board and everything is squared away. A motion to table the resolution was made by Mr. Hobson, seconded by Mr. Collier, the motion carried.

d. Resolution 16-004 Holidays. -Director McCormick explained that there were more than one 2015 Holiday schedule. She does have one that she would like to follow, the 16-004 Resolution. It will follow more closely the county. Mr. Townsend asked if it made any difference which one was picked. Director McCormick explained operations were not affected by the holiday schedule, and what they are getting paid. Holidays included in the resolution are the 9 holidays that were deemed important by REDA employees. It was moved by Mr. Townsend to Approve Resolution 16-004, seconded by Mr. Collier. The Board voted and the motion carried.

e. Resolution 16-005 Open Meetings Act-By Director McCormick. Some of the language is condensed, she included the new compliance guide, followed it as to what the sections are and how we are going to meet the compliance issues. The most changed part is in Section 8, it is reordered to make more sense, to put like content together on the agenda. Amendments to the resolution included monthly meetings for the operations committee as well as the meeting time at 11:00 instead of 1:00 pm. Motion to approve the resolution as amended was made by Mr. Collier, seconded by Mr. Hobson. Motion carried.

5. Agreements / Contracts / MOU's

Verizon State Contract Addendum: NASPO Value Point. (Formerly known as WSPA) #1907 Director McCormick informed the board of the name change concerning the commercial account for the tablets and cell phones. There was no financial change, it is only an addendum for the name change and needs to be signed. Motion to approve the contract addendum, NASPO, formerly known as WSPA made by Mr. Townsend, seconded by Mr. Collier, motion carried.

6. Administrative Issues

a. Personnel Report- No promotions, one demotion due to error during original promotion. She is still employed as a PSTII. No terminations, one resignation of a PRN, Kendra Blair is now the secretary of Eddy County Fire Services. Technically no new hires, we are still waiting on the two PST-1's, pending psychological exams. The Training Coordinator is a vacancy; it is posted internally and externally, will close on the 29th. There is one PRN or part time position available from Kendra's resignation. On the 17th there will officially be 5 on every day shift and 4 on every night shift.

b. R5 Information Technology Report- By Gary Romine. Everything is being maintained and patched; quite of bit of the excess equipment in the server room has been eliminated, so energy efficiency has gone up and

heating has gone down. We have improved the network as well, so things are going a lot better for the dispatchers. Had a meeting this week with Motorola about the radio deployment making sure we have all the systems going for them and what they need. There is a meeting scheduled next week with the County and the City of Artesia's IT Board.

c. Operations Committee Report and Recommendations –By Scott London. In reference to JPA Section 7, Paragraph A-3, seeking clarification in regard to customer representation and the definition of a customer by this board. Is the Village of Loving a customer, since they are being invoiced? Should they be extended an invitation to be a voting member of the Operations Committee? Billed at the first of the year based on previous year's calls, this is in following suit from previous administration. They are charged by call, which comes off of the 60/40 amount paid by the city and county. Is there a risk or liability in treating them differently? Mr. Rudometkin told the operations committee to decide if they want them as a voting member and then bring it back to the Board for discussion as to whether they are a voting or nonvoting member.

Mayor Burch talked about the fact this has come up before and what the considerations would be in making them a full-fledged customer. He said we need to continue this discussion and requested information surrounding calls, as to what they are being charged and what percentage of the business are they. Mr. Collier wanted to go on record saying that we need to know who is a nonvoting member at the meetings, should nonvoting members decide to attend. Nonvoting members are welcome at the meetings.

e. REDA Presentation; History, JPA, Review and Operations. –Director McCormick, delivered a power point presentation of 32 slides, which she condensed from the 72 sets of minutes she has read through and covered the highlights of REDA's history from the beginning to present. She provided additional documents that she referred to, specifically the three versions of the JPA. She gave details of the day to day operations at REDA and what is involved in taking a 911 call as well as the paperwork involved and some of the functions of the dispatcher's job. She informed the board that REDA handles the paperwork for every court in Eddy County except for Carlsbad Municipal. Director McCormick showed the facilities, maps, records storage, and other essentials to operations. She offered to send any of the minutes she read if anyone would like to see them. Mr. Townsend requested a tour; Mr. Rudometkin requested a copy of the PowerPoint Presentation. Director McCormick said Mr. Townsend was welcome to tour REDA at any time and she would send out the PowerPoint presentation.

7. Consent agenda: -None

8. Legislative Issues –

Next Gen 911.-By Director McCormick. Department of Homeland Security made presentation in Santa Fe explaining Next Gen 911 and some of the new features, to include texting to 911 and other new technology and capabilities. It is a network of networks. There will be a push to more consolidation, and we need to stay up to date on our technology so we are not overlooked when it comes time for several consolidated PSAPs to become consolidated into one regional PSAP.

b. Real ID Act- _By Danny Kiper. We are obligated by DHS directive that New Mexico's driver's licenses and IDs cannot be used as a form of ID to access the facility. TSA has an exemption, we do not. This presents problems for personnel, contractors, vendors and truck drivers. One option may be more FTE's in the security contract, for guards to escort individuals or work crews from the gate to the site and accompany them as long as they are on the facility. Mr. Townsend advised that the stalemate was that there was a bill that left the house that was approved that met the requirements of the Federal ID Act, but was considered "profiling", and would not be allowed to use for registering to vote. Mr. Rudometkin commented that every agency is dealing with it and the passport situation is overwhelming the systems. Hopefully the state of New Mexico will do something to abide by the rules and we will be able to move forward.

9. Emergency Business – None

10. Director's Comments/ Announcements

a. Authority Overview/ December and year end statistics. -By Director McCormick. Only change was Carlsbad Fire Department had a 1% increase of calls for service for them. Mr. Townsend requested a report that shows the difference in Carlsbad Fire Department calls handled by Carlsbad and how many are handled by REDA. Mr. Townsend and Mayor Burch reported that according to Carlsbad they handle more and would like to know what the actual numbers are. Director McCormick stated REDA handled 83950 calls in 2015.

Ms. Allen-Munoz's question at a previous meeting, concerning REDA Executive Board Members insurance coverage of Errors and Omissions was answered affirmative, and is to be noted in the minutes. Director McCormick has also sent that information previously via email.

11. Public Comments / Announcements: James Cleveland, Deputy Fire Service Director introduced himself and announced the Director Robert Brader is retiring May 31, 2016. He will be attending the both the Ops Com meetings and the executive board meetings, with Mr. Brader.

12. Board Member Comments – Mayor Burch: Has a question as to why on page 28 of the operations board minutes as to why the "old quote" dollar amount is \$775,000.00 for radios and the current quote is 1.3 million dollars to include radios but not simulcast. Director McCormick answered him that those are October minutes and the 1.3million is not correct either. He believes it is still REDA's intention to have a "mini-REDA" or disaster recovery site. Director McCormick explained that the minutes from October do not include the discussion that has happened since that time, and that is still only an option. Mr. Burch asked why REDA is getting new radios and equipment when the old equipment is still functional enough to be used as backup. Director McCormick and Gary Romine explained that the old equipment is becoming obsolete, and the only thing "old" from REDA going to the DR would be the furniture. The backup system would be compatible with the new system. Mayor Burch believes any old equipment that has any value should be sold to help defray the costs. He thinks he it should be on the agenda to quit talking about the DR site, or decide to do it. The DR site is one of many options in the contract, as well as the options for various service agencies. It has been decided to bring the options, to the board one at a time to the board to be discussed. The first option to be discussed and decided on will be the disaster recovery site. Mr. Rudometkin asked Director McCormick to bring it to the board for adoption and approval. Director McCormick informed the board there is a possibility for funding, through an application for OEM grant money that REDA will submit, but there is no guarantee.

No further comments.

13. Nothing for closed session

14. Next Board Meeting is scheduled for February 25, 2016 at 1100 hours / Artesia Council Chambers.

Motion to adjourn, (unknown); all yes. Meeting adjourned at 1327 hours.


Rick Rudometkin, Executive Board Chairman (or designee)

3-2-16
Date


Robbie McCormick, REDA Executive Director (or designee)

3/7/16
Date