

**Jersey County ETSB/E911 Meeting Minutes for  
Tuesday, January 15, 2019**

Members Present: Mike Morgan, Leah Hawk, Don Prather, Brian Kanallakan, Mike Wendle, Rob Hedger, Rhonda Wilson

Members Absent: Mike Schlemer, Steve Pohlman, Heidi Carter, Jim Wickenhauser

Public Present: None

Mike M. opened the meeting at 7:04 p.m.

Mike M. asked for approval of the November 20, 2018 Regular Meeting Minutes and the November 20, 2018 Executive Meeting Minutes. A motion to approve said minutes was made by Don and seconded by Mike W.

Motion passed.

**Comments or Concerns from the Public**

None

**Treasurer's Report**

Each member was given a Monthly Budgetary Status Report dated January 11, 2019 showing a fund balance of \$500,509.23 as of December 31, 2018 for the end of the first month of the 2018 – 2019 fiscal year. It was noted that at the beginning of each new fiscal year we always pay out our biggest expenses, which are for equipment maintenance costs. However, as the year goes on it will level out. The board accepted the Report as presented.

**Director's Report**

Rob gave each board member a written graph/report summarizing the administration lines and the 9-1-1 calls received per station from January 1, 2018 through December 31, 2018.

Rob introduced Leah Hawk as our newest board member, who comes to us upon Ron Floyd's resignation. Leah's official title at Jersey Community Hospital is – Director of Emergency Services. Rob welcomed and introduced Leah and each present board member and welcomed her to our board.

Rob extended a 'thank you' to the board members for their acts of kindness and condolences shown to his family and himself in the recent passing of his father. It was every much appreciated.

**Committee Reports:**

**Finance Report**

None

## **Personnel Report**

None

## **Old Business**

None

## **New Business**

### **Discussion & Approval Re: Bi-Annual Review of Executive Session Minutes through December 2018**

All board members were given a letter dated January 4, 2019 from Rob, listing dates from March 18, 2003 through September 18, 2018 and the reasons for the Executive Sessions along with his recommendation as to which minutes should or should not be released. Said letter is attached hereto and incorporated herein. A motion to accept Rob's recommendations as listed in said letter was made by Brian and seconded by Don.

Motion passed.

### **Discussion & Approval Re: Renewal of Intergovernmental Agreement with Jersey County**

The Intergovernmental Agreement is a standard document which outlines the duties between the ETSB, Sheriff's office and Jersey County's reimbursement on wages paid for the work provided by the telecommunicators for the county. There were minor word changes, which were made to better clarify and make for easier reading within the document. Also, he changed the duration of the agreement by going with a 4-year versus 1-year agreement which collates better with the Sheriff's term in office, and it saves us from having to approve the Intergovernmental Agreement every year. Rob proceeded to go through and directed the board's attention to the Appendix "A" wording and conditions between the ETSB and the Sheriff's office. The chairman of the Jersey County board, Don Little, had asked for our board to approve it then send it over for the County's approval. A motion to accept the Intergovernmental Agreement as presented was made by Don and seconded by Leah.

Motion passed.

## **Miscellaneous**

### **March 2019 – Officer Elections / Committee Member Appointments**

Pursuant to our By-Laws, each year in March the board addresses who shall serve as Chairman, Vice-Chairman, Treasurer and Secretary. Additionally, members for the finance and personnel committees need to be addressed. Rob reminded everyone to be thinking about who should be elected/appointed/reappointed to each of these positions.

Rob reminded the board members, whoever is chosen to be elected/appointed to be the ETSB Chairman and Vice-Chairman they will need to take the test for the Open Meetings Act. Additionally, Rob advised Leah she'll need to take the test.

Rhonda will provide the website to Leah. As always, Rob and Rhonda take the test annually.

Don asked if the paging issues have been fixed. He indicated he still cannot communicate over the radio. Rob stated he won't be able to until the WaterCom Tower is fixed, which should be sometime this month. It'll be fixed once the parts come. Don said he'll continue to call in until it can be repaired. Mike W. asked about the costs associated with it, as discussed at the last meeting. Rob stated that after more investigation and remembering that a fix had been addressed for Medora about a year ago, the fix will cost about \$13,000 and not \$50,000 as previously thought.

A motion to adjourn the regular business meeting was made by Brian and seconded by Mike W.

Motion passed.

Meeting adjourned at 7:18 p.m.

Next Regular Meeting is scheduled for Tuesday, March 18, 2019.