

Currently have two full time positions open. Amber has hired two full time and two part time employees. One full time employee did not complete the training process and was terminated.

**Training:**

On September 4<sup>th</sup> six staff members went through a CPR recertification put on by Phoenix Medics. On October 29<sup>th</sup> three full time staff passed the APCO EMD training successfully. On Sept. 25<sup>th</sup> Amber and one staff member attended the Director's Summit hosted by the Indiana State 911 Board. On October 17<sup>th</sup> and October 30<sup>th</sup> a total of 4 staff members attended Pursuit Training at the Indiana Law Enforcement Academy.

**Consultant Report:**

Barry stated that after review that the previous director had a lot of issues they are trying to work out. He also stated they are trying to get a foundation in place to build from there. Barry stated that Amber is taking advantage of free training for her staff. Barry also said they were trying to get SOP's built. Barry stated that the 2009 Interlocal Agreement needs to be updated. Barry said 90-180 days out on a new 911 call system.

Motion was made to move forward with Solacom by Ryan Browning. Browning then modified the motion to move forward with Solacom as long as we use the Interlocal Agreement to pay for it. This was seconded by George Stebbins.

There was a discussion for 12 hour shifts with Amber, Barry and Jeremy. A motion to approve 12 hours shifts by Ryan Browning and seconded by George Stebbins. This motion was immediately withdrawn. A second motion to approve 12 hour shifts beginning the first full pay in 2020 was made by Ryan Browning and Seconded by George Stebbins.

**New Business:**

President Schroder talked about possibly meeting more in 2020. He suggested every other month rather than every quarter.

**Public Comment:**

Jeremy Hall apologized for being late.

**Motion to adjourn was made by George Stebbins and Seconded by Ryan Browning.**

## AGENDA

### E911 DISPATCH Governing Board Special meeting

*September 23<sup>th</sup>, 2019 at 9:00 am*

- I. Call Meeting to Order – President Schroder called the meeting to order at 9:00 AM.  
Roll Call – Ed Schroder, Robert Smith, George Stebbins & John O’Connor.
- II. Minutes from August 5, 2019 – No meeting minutes were available due to Alvin Beckman being ill and not able to attend the meeting.
- III. Old Business
- IV. New Business
  - A. Director – Interviews for the open E911 Director’s position were conducted on September 16<sup>th</sup> 2019. During that time (3) three were interviewed: 1) Amber Offutt 2) Alexis Lytle and 3) Keith Michael. Brad Deane pulled his name for consideration and Bradley Grigsby was a no call/no show. A Board discussion followed the interviews and a decision was to be rendered on September 23<sup>rd</sup> at the scheduled meeting.  
  
September 23<sup>rd</sup> 2019  
Rob Smith makes a motion to offer Amber Offutt the Director’s position.  
Seconded by George Stebbins.  
President Schroder calls for a vote 4-0 in favor.  
Amber Offutt accepts the position  
Motion carried.
  - B. Assistant Director – Discussion regarding the job description of an Assistant Director. It was requested that Amber provide a detailed job description for the Governing Board to be viewed during the November meeting.