

**KLAMATH 9-1-1 COMMUNICATIONS DISTRICT  
MINUTES OF DISTRICT BOARD MEETING**

**Wednesday, March 16, 2022  
Klamath 9-1-1, 2543 Shasta Way, Klamath Falls OR**

**I. Call to Order**

The meeting was called to order at 10:00 am by Dave Burnett.

Board Members Present:     Chuck Brandsness  
                                    Dave Burnett  
                                    Bob Moore  
                                    Randy Sword

Board Members Absent:     Jan Bos  
                                    Betty Lucht  
                                    Larita Ongman

Others Present:             Keith Endacott  
                                    Jessica Gibson  
                                    Joanie Rote  
                                    Mike Rudd  
                                    Shawn Eads – Virtual  
                                    Jon Wanzer

**II. Pledge of Allegiance**

**III. Consent of the Agenda**

A. Approval of Agenda: Bob motioned to approve the agenda as printed, Randy seconded, motion carried unanimously.

B. Approval of Minutes: Randy motioned to approve February 16, 2022, meeting minutes as printed, Bob seconded, motion carried unanimously.

C. Claims and Demands: Bob asked what Bullard Law provides for the district. Keith said legal advice and assistance in negotiations. Bob asked if the \$6000 was a monthly amount. Keith said that is billable hours for the current ongoing negotiation representation and he could discuss this more in executive session today.

Randy motioned to accept claims and demands for March as printed, Chuck seconded, motion carried unanimously.

**IV. Old Business.**

A. Budget Committee Appointment: Dave informed that John Wanzer was the only renewal and asked the board for their approval in renewing his participation.

Bob moved to accept John's application, Randy seconded, motion carried unanimously.

B. Strategic Vision - Subcommittee Report: Nothing new to report.

C. Home Show Review: Dave said it went very well. The non-emergency number sheets went fast, and the citizens were happy to get them. No complaints from citizens. Discussion followed on the response of those that attended. Randy said he would like color sheets and crayons for next year's booth to have a kid's coloring area. This gives kids something to do while they visit with the parents.

## V. **New Business.**

A. Business Manager Report: Jessica reported that preparation of the 2022-2023 budget documents are in process and budget binders will be available for pick up in the office the week of April 11<sup>th</sup>. She will email a reminder to the board the week before. Pay equity analysis and wage data has been compiled and ready for committee review which Keith will discuss further in the meeting.

B. Ops Manger Report: Joanie reported a new hire will start tomorrow.

February Call Status: 7756 total calls of which 3,530 came in on a 911 line, 999 were Fire & EMS, 704 were medical specific and 5495 were law enforcement.

C. Executive Director Report: Keith reviewed the revenue and activity report.

Oregon APCO – In person meeting will be held in May, APCO National will be in Anaheim and Keith plans to attend. Keith will present an award later this month on behalf of APCO. This follows the roadshow APCO had been doing during the pandemic in 2021. Dave asked who the award was being presented to. Keith said it's a surprise so he would like to not announce it in the public meeting.

State Advisory – turn over in the GIS position has caused a pause until the replacement is brought up to speed.

National Telecommunicators Week is April 11-15th

Covid restrictions are lifting and with that the jail has reverted to its pre-covid lodging for all crimes.

Keith advised he will have an ask of the board after executive session that is in response to the impact COVID has had on the staff. This will be a consideration from COVID funds for a bonus and would like it to be in conjunction with telecom week. Randy asked if this would replace a lunch or gifts that had been done in the past. Keith said this would be timed to kick off the week and more discussion will follow in executive session.

D. Executive Session per ORS 192.660(2)(d): Dave announced they would now enter executive session and excused the public at 10:15am. Dave resumed the public meeting at 10:41am

E. Pay Equity Committee: Keith asked the board to put together 2 or 3 members to review and assess the data Jessica has compiled for a final assessment and recommendation. Dave, Randy, and Bob will be on the committee. The committee will meet at 9am on March 30<sup>th</sup>.

Keith proposed Resolution 22-01 for consideration of the board of a bonus for employees who worked during the pandemic to be paid out of COVID grant funds already received. This is a result, and reflection of pay equity and being informed that a number of agencies have given bonuses to their staff

for the same thing. The added workload, increased call volumes and periods of staff out with covid symptoms have all contributed to the extra effort and commitment each staff has shown to the agency during the pandemic. Our staff status as “essential workers” weren’t afforded the same things other agencies were. We have had an even greater issue with hiring and retaining new employees. The district received covid dollars and at the end qualified for and received much more than expected which would fund this bonus and allow for a short-term incentive and retention program. The consideration is for this to be payable the first day of telecom week for those employees that worked during the past 2 years of the pandemic. New and future employees of the short-term program would receive the bonus upon completion of training having achieved solo status.

Dave asked if this is front line employees only or does it include administration staff as well. Keith said this would be for all employees, but he would be ok if he was excluded. Dave asked how much is being asked for consideration. Keith said that is for the board to decide. Dave said Keith had talked to him a bit about this and he had thought \$5000 was appropriate. Discussion followed on what the appropriate amount should be. Randy said he is not for giving funds to new or future staff and doesn’t feel that would be an appropriate use of the funds. John said he understands the idea of the incentive for future hires and would be ok with it.

Mike advised the board to find out what the dollar amount is of available COVID funds received for staff wages for such things. Keith said \$192,524.71 was the additional amount received for wages. Discussion followed on how the funds were granted, the intent of a bonus for those that stuck with the district through it all and the need to fill positions and retain those employees.

Keith said there are employees that were not here the full 2 years of COVID. We saw high turnover rates and failure in training due to the pandemic. Keith said he disagrees that it’s not an appropriate use of the funds and noted that the funds could not be used for wage increases as its not a sustaining fund. The intent is to award employees nondiscriminatory now as they worked for the district then and still do, with great commitment and we would award those that join our team, sticking with us in the future. Its not a hiring bonus but an incentive and retention bonus that would commend their succession and commitment to that effort.

Bob asked if we wrote the grant. Keith said he would explain and gave the history of the CRF grant and how it was received.

Randy said he wants the board to have a chance to discuss this in detail and it not be a quick decision. He apologized but said it will not be in time for telecom week. The committee will discuss and plan after reviewing all the documentation.

**VI. Public Comments and Other Matters: None**

**VII. Agenda Items for April 20, 2022, 10:00am meeting**

**VIII. Adjourn:** Chuck motioned to adjourn the meeting, Bob seconded, motion carried unanimously. Meeting adjourned at 11:09 am.