

**KLAMATH 9-1-1 COMMUNICATIONS DISTRICT
MINUTES OF DISTRICT BOARD MEETING
Wednesday, February 15, 2023
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 Chuck Brandsness.

Board Members Present: Betty Lucht
Brandon Fowler
Chuck Brandsness
Bob Moore
Larita Ongman

Board Members Absent: Randy Sword
Jan Bos

Others Present: Keith Endacott
Jessica Gibson
Joanie Rote
Sherri Remington - Virtual
Mike Rudd, Board Attorney

II. Pledge of Allegiance

III. Consent of the Agenda

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

B. Approval of Minutes: Brandon motioned to approve the meeting minutes from January 18th as printed, Larita seconded, motion carried unanimously.

C. Claims and Demands: Larita asked if the cost paid to KCC was for one employee CPR training. Keith confirmed that was correct and the card is good for two years. Suicide training cost is for 13 staff and is an eight-hour online course. Larita said she thought suicide calls were handed off. Keith advised there is no hand off and a dispatcher remains on the call until an officer arrives on scene.

Brandon motioned to accept claims and demands for January as printed, Bob seconded, motion carried unanimously.

IV. Old Business.

A. Strategic Vision - Subcommittee Report: No Report

B. SDAO Conference Review: Larita said it was good and Bob agreed. Bob reviewed the sessions he attended on recruitment and retention, risk management, generational differences, disaster preparedness, cyber security, understanding internal and external financial reports. He found a lot of the same issues being reported across the districts with staffing. There are new increased thresholds for auditing requirements, but we would still need one done. Keynote speaker was very informative on generational

effects to the workforce. An earthquake warning system called shake alert is available and he thinks the system is a step forward in giving time to get out. Rob Moody CPA presented on financial reports and noted that internal controls are a big factor. Bob said he is generally concerned over funding, employee retention and certification.

Brandon reviewed the sessions he attended noting that with recruitment and retention it is important to review often position descriptions and do a needs assessment along with a budget review. Public comment is not a requirement to accept but to have a process and don't engage in a debate. Legislative summary HB210 is the change to audit requirement thresholds. HB2088 should be noted and watched as the Association of Oregon Counties is pushing hard to pass. If passed this will take 3% of special districts revenue and be given to fund assessors shortfalls. This will be a direct impact to special districts.

Larita said she went thinking she knew about special districts but came away feeling like she didn't know anything. She is still a bit confused. Mike said he could provide her with the legal outline of a special district that could assist in her understanding.

Keith further explained what a special district is and the differences within them. Special Districts are special services that get left out when government funding gets dispersed. Larita thinks the districts are not on enough solid ground to be recognized for solid funding.

V. New Business.

A. Business Manager Report: Jessica provided on the staff report the SDAO conference sessions attended. Business as usual.

B. Ops Manger Report: Joanie reported one trainee is almost ready for solo, one is sitting in with a trainer and two prospective employees are in background phase of hiring.

January Call Status: 8330 total calls of which 4118 came in on a 911 line, 1108 were Fire & EMS, 777 were medical specific, 5895 were law enforcement incidents and 1723 were law enforcement initiated.

Joanie noted that with the above there is still room to hire one or two more. Bob asked if a vendor does the background checks. Joanie said they are done in house.

CAD Project: Keith reported that this is in process and hoping for a unified project with our partner agencies to leverage buying power. A second demo was done a couple weeks ago and well attended by our partners. The Sheriff's Office will be having subsequent demos of other software and then will have a follow up with them. The components they use would link to the upgraded CAD. There is urgency for our agency to get rolling but we are being mindful of partner agencies and the effect this has on them. Keith said after meeting with the user's agency heads to know who is in and to what degree he will then present a request to the board for buying approval. Brandon asked if this would be by the March meeting? Keith said that is his hope. Bob asked if we are the only CAD system for all the agencies. Keith explained how our CAD is the start of information and provides what is needed for partner agencies and that information rolls into the record management software of each partner agencies. Each entity has different needs, roles, and responsibilities. Discussion followed how partner agencies and individual systems tie into our system and the benefit of having all agencies using the pieces of one vendor. This would create the most efficient out flow. Bob asked if our system has redundancy. Keith said there is not automatic fail over but we do have redundancy. In the event of

failure our system takes a few to come back up and usually has some time in manual dispatch. Larita said she was under the impression that if something happened here the outside agencies can talk to each other. Keith said yes that is available and is through the radio system not CAD. Chuck asked if there was still the HAM radio that can assist. Brandon said he oversees that program which is a team of six. It allows communication with the State to pass information if other means fail.

C. Executive Director Report: Keith reported on the following.

State Chapter/APCO - Reviewed the list of conferences and those he will attend.

The chapter submitted their comment to DPSST regarding the proposed rules for backgrounds. The State is convening tomorrow for all 3 committees to review those comments. Governor Kotek appointed Philip Cassel as the new director of DPSST. Keith reviewed the rule making process and discussion followed on the background/history of the newly appointed director.

State Advisory - Nothing new to report.

Last month Leadership Klamath toured the facility and today brought in the Youth Leadership Klamath group. This group is comprised of about twenty highschoolers from within our community.

Larita asked what the 26 calls under are. Keith said they are primarily dispatch entries logging equipment failure, and most are probably CAD program failures. Dispatch is logging one out of three occurrences.

VI. Public Comments and Other Matters: None

VII. Agenda Items for March 15, 2023, 10:00am meeting
Budget Committee Appointment

Discussed budget committee vacancies and requirements.

VIII. Adjourn: Brandon motioned to adjourn the meeting, Bob seconded, motion carried unanimously. Meeting adjourned at 10:50am.