



March 24, 2016 REDA Executive Board Meeting Minutes

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

Present:

Chairman Rick Rudometkin  
Mayor Phillip Burch  
Jim Townsend  
Sandy Farley

REDA Executive Director Robbie McCormick  
REDA Operations Manager Bambi Kern  
Gary Romine- R5 LLC  
REDA Staff Assistant Kirstene Campbell  
REDA Training Coordinator Emely Stubbs-Ponce

Eddy County Sheriff London  
Kenny Rayroux

Absent: Glen Collier, Vernon Asbill, Aubrey Hobson

Approval of March 24, 2016 Agenda

Motion to approve made by Jim Townsend, second by Mayor Burch, all yes, motion carried.

Review of approved April 9, 2016 REDA Operations Committee Meeting minutes.

Review of Minutes of the REDA Executive Board Meeting February 25, 2016

Motion to approve made by Jim Townsend, seconded by Mayor Burch, all yes, motion carried.

#### Agenda Items

##### 1. Financials Report/ Budget

###### a. – Approval of the February Financial Statement and Actuals.

Sandy Farley requested break out of each P-Card. Advised no receipts needed, just would like the statements to see what the P-Cards are being used for. Sandy requested February be sent after meeting, and going forward have the statements with the board packets. Board members took time to look at year to date budget, to make sure REDA is on track and advised we too needed to do the same.

Motion to approve Financial statements, and actuals made by Sandy Farley, seconded by Mayor Burch, all yes, motion carried.

##### 2. Monthly Invoices

###### a. January Invoices: City of Artesia and County of Eddy

Mayor Burch moved to approve City of Artesia invoices and Eddy County invoices for REDA's February operating expenses. Jim Townsend seconded, all yes, motion carried.

##### 3. First Review of FY17 Budget

Budget presented to board, with 12% increase from current fiscal year. Director advised to try and reduce the budget 10-15% from the current year budget. Advisement was to "think outside the box". Budget was not voted on at this time.

4. Expenditures Review/ Emergency Business Approval:

- a. Motorola MOSCAD Radio Tower Alarm Training Work Change Order
  - i. Eddy County Fire Services Invoice

The board asked that Director McCormick look into alternatives for this training, and asked that it be tabled until next meeting in April.

- b. Motorola/FLETC Console Radio Change Order

- i. FLETC Active Threat Channel for Post and APD/AFD

Minimal discussion, motion voted on, all yes, motion carried.

- c. .Gov Domain Letter

Jim Townsend moved to approve this expenditure. Sandy Farley seconded, all yes, motion carried.

5. Operations Committee Meeting Decisions and Recommendations: Sheriff London advised that his discussion will take place when presenting the resolutions further into the agenda.

6. Director Comments / Announcements / Reports

- a. Personnel Report- Director McCormick-

Two resignations, Mindy Pettit and Pamela Bell. Kirstene Campbell moved FTE to HR/Admin. Assistant position.

- b. Authority Review & Statistical Information- By Director McCormick-

- c. Projects Report – R5 presented the technology report. OM Kern presented on-going project reports and cut-over dates for both CAD/RMS and Radio Upgrades.

- d. Ordinances – None.

- e. Legislative Issues- None

- f. Civic – Growing Bolder Health Fair Report -

Director McCormick advised very good attendance at the Health Fair. Quite a few informational packets passed out to attendees.

- g. Eric Luna Estate –

Advised the board of the hearing dates. Board asked about legal fees for assistance with these proceedings. Director McCormick advised she will come back in April with report or invoices.

- h. Watson Furniture Update –

Presented new quote to the board, for informational purposes.

- i. Motorola Newsletter – REDA is featured as ground breaking advances for a center of its size with the systems and integration that it has chosen to implement. Motorola will observing our progress to help with other centers our size around the country.

- j. 03/15/16 REDA Event –

Discussion had on who would be a full back up for REDA if anything of this nature would happen again. Advised Carlsbad is our primary PSAP backup assigned by the DFA. Carlsbad is only required to answer 9-1-1 calls by the DFA, nothing further. Jim Townsend requested our contacts at the DFA to ask questions on our backup, and continue to work on an alternate site.

7. Resolutions:

- a. Resolution 16-006: Changes to JPA – OpCom Voting Member [Section IV (B) (4)]

Discussion had about having a member at large. Board members advised by Chairman Rudometkin to bring back names for possible candidates. No changes made at this time. Tabled for board meeting in April.

b. Resolution 16-007: Changes to JPA – Allowance of Designated Representation for Operations Committee [Section VII (B)] Resolution passed unanimously to allow these designees.

c. Resolution 16-008: National Telecommunicator Week

i. Service Awards

Discussion had about awards given for years of service during Telecommunicator Week. All agreed that awards should be given for years of service. Motion and Resolution passed.

d. Resolution 16-009: Approval of FY17 CIO FTE Position

Board requesting job description. Tabled for next board meeting in April.

8. Agreements/Contracts / MOU's:

a. Century Link Internet Provider Agreement

Discussion had on why internet provider changed. Explanation given - Fuego was owned by PVT, who is our Primary internet service provider. REDA is required by DFA to have a backup internet service. Fuego was swapped out for Century Link because it did not make sense to have same company providing both primary and secondary internet service. One change was made, PVT was changed to secondary and Century Link was changed to primary internet due to internet speed.

Jim Townsend moved to approve this agreement. Mayor Burch seconded, all in favor, motion carried.

b. 911 Maintenance Agreement FY17

Minimal discussion, Maintenance Agreement will begin in October 2017. This maintenance agreement is included in the FY17 budget and will necessarily have to remain when budget cuts are formulated.

Mayor Burch motioned to approve this agreement. Jim Townsend seconded, all in favor, motion carried.

9. Consent Agenda: - None

10. Public Comments / Announcements: None

11. Board Member Comments: None

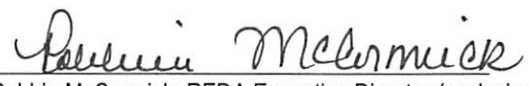
12. No closed session.

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

Motion to adjourn, (unknown); all yes. Meeting adjourned at 1400 hours.

  
Rick Rudometkin, Executive Board Chairman (or designee)

4-14-16  
Date

  
Robbie McCormick, REDA Executive Director (or designee)

4-14-16  
Date

Original