



September 17, 2020 REDA Executive Board Meeting Minutes

Called to order by Chairman Mayor Miller @ 1000, determined to have a quorum.

Present:

Chairman Mayor Miller
County Manager Allen Davis
Aubrey Hobson
Vernon Asbill
Commissioner Henry
John Ross Null

REDA Executive Director Bambi Kern
REDA H/R Admin. Assistant Kirstene Campbell
REDA Training Coordinator Megan Headrick
REDA CIO Gary Romine

City of Artesia Police Chief Roberts
Eddy County Fire Service Director Mack

Absent: Vice Chairman Rep. Jim Townsend,

Approval of September 17, 2020 Agenda: It was requested that item 3 be moved up to the first item. Advised Chief Roberts was requested to come in from vacation for that item. Director Kern also advised there was one name to add under item 4A service awards, under two years it should also have Rhonda Ward. Motion was made to approve the amended agenda by Aubrey Hobson, seconded by Vernon Asbill. All in favor, motion carried.

Approval of August 20, 2020, REDA Executive Board Meeting Minutes: It was advised there was a typo, showed that Mayor Miller had called the meeting to order when he was not at the meeting. It needed to be changed to County Manager Davis called the meeting to order. Motion made to approve amended minutes by County Manager Davis, seconded by Aubrey Hobson. All in favor, motion carried.

Agenda Items

1. Financials Report / Budget: There had been a question about OT and where it stands in the overall budget. It was asked if we can break out OT to show the board how much is being used. It was discussed that Financials are in line overall.

A. Quick View Financials: Motion to approve financials and invoices made by Commissioner Henry, seconded by CM Davis. All in favor, motion carried.

B. Invoices:

C. Actuals:

2. Expenditures Review / Emergency Business / Approval: None.

3. Operations Committee Meeting Decisions & Recommendations:

A. Radio Communications Project rough draft meeting minutes: (This item was discussed first) Chief Roberts advised it was a lively meeting with the biggest topic being the radio project, where it would be and the intentions. They discussed what the project means for non-county entities, including REDA. REDA and Artesia have no problem with the upgrade, and some of the parts that had not been worked out may have been worked out. There was a discussion about what upgrades would be made inside of REDA and who would own the upgraded parts and software.

There was more discussion about the JPA, where the equipment would be located, what options there are regarding interoperability, and an approximate on how much each would cost and who it would cost.

Director Josh Mack spoke to the board about the contract and what he is planning to help with interoperability. Mack advised he is currently working on Grants that very well may help with the costs of whatever option they may choose.

Discussions had about where the money would come from for whatever option they go with when it comes to interoperability, as well as agreements that would need to go in place for any of it.

This is no specific to REDA, this was discussion only so the REDA executive board would be aware of the updates on the radio project.

4. Directors Comments / Announcements / Reports:

A. Personnel Report: Director Kern asked if she could hire an additional line dispatcher so when QA/QI promotes it will not leave them short on the dispatchers.

Motion made to approve the hire of a line dispatcher so the promotion can occur, and no be short-staffed for line, made by CM Davis, seconded by Commissioner Henry. All in favor, motion carried.

Director Kern also requested that the Chairman sign the service awards, they are normally done in April, but because of COVID could not have the normal party and handing out of awards.

Mayor Miller advised he thought it would be good for him and the County Manager to go out to REDA to present the awards and see them.

- Service Awards
 - **10 years**
 - Kirstene Campbell
 - Anita Ritter
 - Cristina Vega
 - **5 years**
 - Megan Ridge
 - **2 years**
 - Kelly Grigg
 - Rhonda Ward (addition)
 - Christine Dalton
 - **1 year**
 - Irene Munoz

B. Overview & Statistical Information: Calls seem to be the same, 911 calls dropped a little, and landline calls have dropped a little. The landlines dropping may be due to the CADs being installed in vehicles and officers putting them to use.

1. Call Count Comparison by Month

C. Mobile and Hand-Held License through Motorola: As of now, REDA pays all the HandHeld Licenses with the 60/40 split. Director Kern asking if we should bill each agency?

Overall, the board advised to coordinate with the Fire Board and OPS Comm, see what they say and then bring it back to Executive Board.

D. Information Technology Report: CIO Romine advised not much has changed, same projects. He advised that in mid-October the County will have to give REDA new maps, they are the Quarterly maps that everyone will need to have, including Lea County, Chavez County, Otero County. Also trying to get the integrated oil and gas maps from the state that gives the name and PI code.

Director Kern advised that another part of the map update will be a possible re-districting of VFDs, which may cost more to implement if not done during the Quarter.

E. Training Report: Director Kern advised that the pipeline training had been concluded, it is an annual training. Had one new employee start and hope for three to be released soon.

F. Radio communication project: See above. Was discussed for item number 3.

5. Legislative: None.

6. Resolutions:

- A. 20-006 Closeout budget: Motion made by CM Davis, seconded by Commissioner Henry. All in favor, motion carried.
- B. 20-007 Financial Institution Signers: It was discussed to change the name to Corporate Resolution for Signature Authority, place it under resolution. Motion was made to approve the resolution with the above correction made by Vernon Asbill, seconded by JR Null. All in favor, motion carried.
- C. 20-008 E-Waste Disposal: This resolution has been postponed due to a few minor fixed that needed to be made.

7. Agreements / Contracts / MOU's: None.

8. Consent Agenda:

- Motion was made to approve the consent agenda by Aubrey Hobson, seconded by CM Davis. All in favor, motion carried.
- A. Bookkeeping Engagement Letter:
- B. Financial Statement Compilation Engagement Letter:
- C. Travel Request Irene Munoz DPS Academy October 2nd – October 12th:

9. Public Comments / Announcements: None.

10. Board Member Comments: None.

11. Closed Meeting: Motion made to go into a closed meeting by Aubrey Hobson, seconded by JR Null at 1116.

Roll Call vote to go into a closed meeting:

- JR Null - Yes
- Vernon Asbill - Yes
- CM Davis - Yes
- Mayor Miller - Yes
- Aubrey Hobson - Yes
- Commissioner Henry - Yes

A motion was made to come out of the closed meeting by Aubrey Hobson, seconded by CM Davis at 1121.

Roll Call vote to come out of the closed meeting:

- JR Null - Yes
- Vernon Asbill - Yes
- CM Davis - Yes
- Mayor Miller - Yes
- Aubrey Hobson - Yes
- Commissioner Henry – Yes

Discussion regarding two employees.

Motion made to appoint the two employees to Supervisor made by JR Null, seconded by Commissioner Henry. All were in favor.

The board asked that there be certificates of promotion.

12. Set next Board meeting date: October 15, 2020, @1000.

14. Adjourn meeting:

Meeting adjourned at 1124.



 Mayor Raye Miller, Executive Board Chairman (or designee)

10/28/2020
 Date



 Bambi Kern, REDA Executive Director (or designee)

10:29:2020
 Date