



May 17, 2018 REDA Executive Board Meeting Minutes

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

Present:
Rick Rudometkin
Aubrey Hobson
John Ross Null
Mayor Miller

REDA Acting Director Bambi Kern
REDA Training Coordinator Melissa Wooten
REDA H/R Admin. Assistant Kirstene Campbell
REDA QA/QI Skylar Calicoat

Artesia Fire Department Chief Hope
City of Artesia HR Sandi Countryman
Harvey & Simons, CPA's LLC. Chris Simons

Absent: Jim Townsend, Jon Henry

Approval of May 17, 2018 Agenda: Only change needed is to remove item 5D.
Motion made to approve agenda by Aubrey Hobson, seconded by Mayor Miller. All in favor, motion carried.

Approval of the April 26, 2018 REDA Executive Board Meeting Minutes:
Motion made to approve minutes by Mayor Miller, seconded by John Ross Null. All in favor, motion carried.

Agenda Items

1. Financials Report / Budget: Standard financials.

Motion made to approve financials by Aubrey Hobson, seconded by Mayor Miller. All in favor, motion carried.

a. April Financial Statements, Actuals & Invoices:

- i. Revised Budget. Insurance increase, no other changes. Aubrey Hobson advised it is still subject to resolution, and to bring it to the next meeting.
- ii. Additional Positions information: Acting Director Kern reached out to other entities and created a spreadsheet to show the differences, and Kirstene created budget worksheets to show what would be added to the budget for multiple options of hiring more people. Mayor Miller voiced his concern over the City's budget, and the negative state it is in. Chairman Rudometkin also voiced concern over the County's budget. This has been tabled for another time, possibly mid-year to see where both are financially.

2. Expenditures Review/ Emergency Business Approval: None

3. Operations Committee Meeting Decisions and Recommendations: None

4. Director Position Discussion: Chairman Rudometkin asked about recruitment and updating of the job description, also advised they had not spoken about the salary range. Acting Director Kern advised there had been one recommended change in the description, advised that with the previous directors there was not a four-year degree requirement.

Aubrey Hobson asked that it be changed to preferred, not a requirement.
Board agreed that they should look at salary range, and once changes are made to bring it back to the board for review and approval to be posted.

5. Director Comments / Announcements / Reports:

- a. April Personnel Report: Megan Headrick was the employee of the month.
Acting Director Kern asked if it would be reasonable to ask to hire temporary PRN or PTE employees.
Board advised it was reasonable.
Mayor Miller asked to please stay under budget.
- b. April Information Technology Report: Acting Director Kern advised not much to report, had a switch go down at the PSC, assisted with that and have been helping out the County as well.
- c. April Authority Overview & Statistical Information: Only item to point out is the increase in call volume, which is due to the addition of ECSO special units handling the 285 corridor.
- d. Revised Discipline Matrix: - REMOVED AT BEGINNING OF MEETING.
- e. Office Furniture Move: Requesting to move the Training Coordinator be moved back to the floor office. No issues.

6. Ordinances: None

7. Legislative: None

8. Resolutions: None

9. Agreements/Contracts / MOU's: None

10. Consent Agenda: Training/Travel Request - NMAC

Motion to approve made by Aubrey Hobson, seconded by Mayor Miller. All in favor, motion carried.

11. Public Comments / Announcements: None

12. Board Member Comments:

Chairman Rudometkin – Thank you for everything.

13. Closed Meeting: Pending Litigation

Motion to go into closed meeting made by Aubrey Hobson, seconded by John Ross Null.

Roll Call vote for Closed Meeting:

John Ross Null – Yes.

Vernon Asbill – Yes.

Mayor Miller – Yes.

Chairman Rick Rudometkin – Yes.

Aubrey Hobson – Yes.

13. Re-Open Meeting: @1127

Motion to re-open meeting made by Aubrey Hobson, seconded by Mayor Miller. All in favor.

14. Next Board Meeting is scheduled for June 26, 2018 at 1500 hours / Artesia Council Chambers.

15. Adjourn meeting: Motion made to adjourn by Mayor Miller, seconded by Aubrey Hobson. All in favor, motion carried.


Rick Rudometkin, Executive Board Chairman (or designee)


Date


Bambi Kern, REDA Acting Director (or designee)


Date