



October 18, 2018 REDA Executive Board Meeting Minutes

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

Present:

Kenny Rayroux
Mayor Miller
Sandi Farley
Commissioner Jon Henry
John Ross Null

REDA Executive Director Bambi Kern
REDA H/R Admin. Assistant Kirstene Campbell
REDA IT Gary Romine
REDA IT PTE Chris Walker
REDA PST II Megan Headrick
REDA PST Toni Padilla
REDA PST Ivette Quijas
REDA PST Rhonda Ward
REDA PST Stephanie Lemon
REDA PST Kelly Grigg

Artesia Police Chief Roberts
Artesia Fire Chief Hope
Harvey & Simons, CPA's LLC. Chris Simons

Absent: Chairman Rick Rudometkin, Representative Jim Townsend, Vernon Asbill

Approval of October 18, 2018 Agenda: No changes.

Motion made to approve agenda by Kenny Rayroux, seconded by John Ross Null. All in favor, motion carried.

Approval of the September 17, 2018 REDA Executive Board Meeting Minutes:

Motion made to approve minutes by John Ross Null, seconded by Jon Henry. All in favor, motion carried.

Agenda Items

1. Financials Report / Budget:

a. Quick View Financial:
b. September Financial Statement, Invoice and Actuals: Chris Simons advised everything is normal.
Motion made to approve Quick view and financials and invoices by Sandi Countryman, seconded by Commissioner Henry. All in favor, motion carried.

2. Expenditures Review/ Emergency Business Approval:

3. Operations Committee Meeting Decisions and Recommendations:

a. This was an oral report. Operations Committee meeting was October 11th.: Director Kern advised no quorum but did meet with the Chiefs.

4. Director Comments / Announcements / Reports:

a. REDA In-House Academy September 11th – October 19th: Director Kern advised this academy has been very successful.

Mayor Miller asked if fully staffed.

Director Kern advised not quite, have a few more positions and then if persons are promoted from the floor to the OM and TC positions there will be more openings.

b. September Personnel Report: One resignation received.

c. Operations Manager and Training Coordinator Positions: Director Kern advised the board that the interviews for these positions will be held on October 30th.

d. September Information Technology Report: Gary Romine presented some financials of where they are IT wise. Advised one of the projects was a server and that is coming in.

Gary also spoke about item h. advised they have found a \$100 solution, which is being tested to see if it can mitigate the solution.

e. September Authority Overview and Statistical Information: Director Kern advised there is a higher call volume in the summer time, but overall just a higher call volume right now.

i. Call Count Comparison by Month – September 2018

ii. Call Average by Day vs. Hour:

f. Staffing levels: Director Kern advised these would align the call volume with dispatcher, is in line with San Juan County and their staffing levels.

Discussion had regarding budgets on both the County and City side.

Board agreed to hold the conversation until the next meeting with the Chairman would be present.

Commissioner Henry asked to get the full years numbers instead of what it is from now until end of year.

Mayor Miller advised this has been differed until the next meeting.

g. Individual Dispatch position information: Same as f. This has been deferred until next board meeting.

h. Document Storage Solution: Gary Romine spoke on this above, item d.

5. Ordinances: None.

6. Legislative: None.

7. Resolutions:

a. 18-008: Final Budget 2017-2018: Motion made to approve resolution 18-008 made by Sandi Countryman, seconded by Kenny Rayroux. Roll Call Vote:

John Ross Null: Yes

Commissioner Henry: Yes

Sandi Countryman: Yes

Kenny Rayroux: Yes

Mayor Miller: Yes.

All in favor, motion carried.

b. 18-009: Motorola Contract: Discussion had regarding delaying this and what would happen if delayed too long. Mayor Miller asked the board if it would be okay to defer this until Chairman Rudometkin was back. The board agreed.

Sandi Countryman asked that Motorola be spoke to and see if a better deal or money can be taken off this contract price.

Gary Romine advised they are seeking and asking around if there is any funding to assist or see about any reimbursements.

This item will be brought back in November.

8. Agreements/Contracts / MOU's:

a. Motorola Upgrade Proposal: See above, item will be brought back in November.

9. Consent Agenda: Motion made to approve Consent Agenda made by Commissioner Henry, seconded by John Ross Null. All in favor, motion carried.

1. Training / Travel Request:

(1) Finance Training

(a) October 29th

(b) Bambi Kern, Kirstene Campbell

- (2) TAC Update
 - (a) November 7th and 8th
 - (b) Alexis Kohler, Megan Headrick, Skylar Calicoat
- (3) Motorola User Conference
 - (a) November 11th through 14th
 - (b) Gary Romine, Bambi Kern, Anita Ritter

10. Public Comments / Announcements: None

11. Board Member Comments:

12. Closed Meeting:

- a. Long-Term Leave of Absence
- Motion made to go into closed session made by Sandi Countryman, seconded by Kenny Rayroux.
Roll Call vote to go into closed session at 1132:
John Ross Null: Yes
Mayor Miller: Yes
Commissioner Henry: Yes
Sandi Countryman: Yes
Kenny Rayroux: Yes

12. Reopen Closed Meeting:

- Motion made to come out of closed session by Sandi Countryman, seconded by Kenny Rayroux.
Roll Call vote to come out of closed session at 1142:
John Ross Null: Yes
Mayor Miller: Yes
Commissioner Henry: Yes
Sandi Countryman: Yes
Kenny Rayroux: Yes

13. Next Board Meeting is scheduled for November 19th, 2018 at 1100 hours / Artesia Council Chambers.

15. Adjourn meeting:

Motion made to adjourn by Commissioner Henry, seconded by John Ross Null. All in favor, motion carried.



Rick Rudometkin, Executive Board Chairman (or designee)

11-19-18
Date



Bambi Kern, REDA Acting Director (or designee)

11-19-18
Date