



October 24, 2019, REDA Executive Board Meeting Minutes

Called to order by Mayor Miller @ 0900, determined to have a quorum.

Present:

Chairman Mayor Miller
County Manager Allen Davis
Aubrey Hobson
County Commissioner Jon Henry

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

Ben Harvey – Harvey & Simons
City of Artesia HR Sandi Countryman
Fire Board Chairman Jarred Zuniga

Absent: Vice Chairman Rep. Jim Townsend, Vernon Asbill, John Ross Null

Approval of October 24, 2019 Agenda:

Motion made to approve the agenda by Aubrey Hobson, seconded by Commissioner Henry. All in favor, motion carried.

Approval of August 22, 2019, REDA Executive Board Meeting Minutes:

Motion made to approve minutes by Aubrey Hobson, seconded by Commissioner Henry. All in favor, motion carried.

Agenda Items

1. Financials Report / Budget:

Quick View Financials:

A. August 2019 Financial Statement, Invoices, and Actuals:

B. September 2019 Financial Statement, Invoices, and Actuals:

Mayor Miller asked why payroll was almost on budget with open positions.

Discussion had regarding three payrolls one month, and overtime accruals.

Discussion had regarding invoices and when they need to be sent.

Aubrey Hobson suggested that invoices be sent to City and County as soon as the financials are ready.

County Manager Davis agreed.

Motion made to approve the financials, and ratify invoices including ones that have been paid by

Commissioner Henry seconded by County Manager Davis. All in favor, motion carried.

2. Expenditures Review / Emergency Business / Approval:

A. Dispatch Chairs – Three quotes included, as well as information on Devon Grant.

Discussion had regarding Grant issued to REDA by Devon Energy. The Grant was for \$10,000 to be used on chairs for dispatch.

Motion made to approve the expenditure of \$10,000 dollars on chairs, and that will be with all charges included, and if the lowest quote is not chosen justification must be provided as to why, by Commissioner Henry, seconded by Aubrey Hobson. All in favor, motion carried.

B. HR Oversight: Three quotes attached to packet for companies to provide HR oversight.
Discussion had regarding the quotes, and where the money would come from.
Motion made to indefinitely postpone by Aubrey Hobson, seconded by Commissioner Henry. All in favor, motion carried.

3. Operations Committee Meeting Decisions & Recommendations:

A. Approved August 2019 Operation Committee Meeting Minutes:

B. Approved September 2019 Operation Committee Meeting Minutes:

C. Draft October 2019 Committee Meeting Minutes:

D. County Radio Proposal:

-Letter from Sierra County

There has been a lot of radio discussion regarding radios in the meetings, NPS and WIPP also came to speak at OPS Comm regarding the radios.

The discussion right now is between purchasing an MCore or joining in the State's MCore.

The County Radio proposal and contract involves REDA, but REDA has not been involved in the conversations.

Meeting was set to get all parties together to speak in regard to the radios, on Wednesday, October 30th.

Aubrey Hobson asked to get a number of how much it would cost for the radios to take to Legislators that will be down to see if it could be funded.

No further.

4. Directors Comments / Announcements / Reports:

a. September Personnel Report: Director Kern advised that they were doing a recruiting process at that time and would end October 31st. Hoping to hire the 5-6 that are allotted.

b. September Overview and Statistical Information: The stats are trending up about 13.6 percent from this time last year.

i. Call Count Comparison by Month:

c. September/October Information Technology Report: Gary went over his report, advised the board that he saved about \$30,000 for the CAD access and upgrading maps.

d. SAR Mission Commendation: Director Kern advised the board that two dispatchers received a commendation regarding a SAR mission that occurred.

5. Legislative:

6. Resolutions:

a. 19-010: CIO Revised Job Description: There were a few misspellings and grammatical errors, so it was asked to be brought back to the board. The board did make a motion to adopt it as an exempt position now and bring the job description back for approval of the overall description.

Motion made by County Manager Davis, seconded by Commissioner Henry. All in favor, motion carried.

b. 19-011: Organizational Chart: It was asked that the spelling be checked in the resolution.

Motion made to approve the resolution with the spelling corrected by Commissioner Henry, seconded by County Manager Davis. All in favor, motion carried.

c. 19-012: REDA Working Capital Loan: This has already been approved by City and County, this is just for REDA.

Motion made to approve by Aubrey Hobson, seconded by Commissioner Henry. All in favor, motion carried.

7. Agreements / Contracts / MOU's:

A. Motorola contact for ConnectCIC: There had been prior discussion regarding this, it is to have other license plate and drivers license returns come back in CAD from states other than New Mexico. It will be \$3,085.

Motion made by Commissioner Henry, seconded by County Manager Davis. All in favor, motion carried.

B. Pitney Bowes Contract: This is already in the budget, just need the contract signed.

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

C. Carr, Riggs & Ingram Legal Letter: This just needed to be ratified, it had been looked over by Chairman Miller and Vice-Chairman Townsend before it was originally signed.

Motion made by Aubrey Hobson, seconded by County Manager Davis. All in favor, motion carried.

8. Consent Agenda: None.

10. Public Comments / Announcements: None.

11. Board Member Comments: None

12. Closed Meeting:

a. Threatened or Pending Litigation

Motion made to go into a closed session made by Aubrey Hobson, seconded by Commissioner Henry.

Roll Call vote to go into closed session at 1034:

County Manager Davis: Yes

Chairman Miller: Yes

Aubrey Hobson: Yes

Commissioner Henry: Yes

Motion made to come out of closed session made by Aubrey Hobson, seconded by County Manager Davis.

Roll Call vote to come out of closed session at 1045:

County Manager Davis: Yes

Chairman Miller: Yes

Aubrey Hobson: Yes

Commissioner Henry: Yes

14. Decisions / Directions made during closed session: Director Kern was given the direction to pay fine that the Judge dictated in the litigation in the amount of \$27,000. Motion made by Aubrey Hobson and seconded by Commissioner Henry. All in favor, motion carried.

15. Set next Board meeting date: November 21, 2019, @0900

16. Adjourn meeting:

Meeting adjourned at 1048.



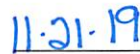
Mayor Raye Miller, Executive Board Chairman (or designee)



Date



Bambi Kern, REDA Executive Director (or designee)



Date