



November 21, 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  
Vernon Asbill  
John Ross Null  
Aubrey Hobson

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

Chris Simons – Harvey & Simons  
City of Artesia HR Sandi Countryman  
Eddy County Finance Roberta Smith  
Fire Board Chairman Jarred Zuniga  
Chris Chavarria – Eddy County Fire Services  
Mike Ristom – Trans Aero

Absent: Vice Chairman Rep. Jim Townsend, Commissioner Jon Henry,

Approval of November-21, 2019 Agenda:

Motion made to approve agenda by County Manager Davis, seconded by Vernon Asbill. All in favor, motion carried.

Approval of the October 24, 2019 REDA Executive Board Meeting Minutes:

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

## Agenda Items

### **1. Financials Report / Budget:**

A. Quick View Financials:

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

Director Kern advised the board that the \$30,000 that CIO Romine had mentioned last meeting was something that had not been budgeted and would have been in addition to already budgeted items. Questions were asked regarding a couple of line items, and why they were showing overbudget. Some of the items had to do with DFA purchases and reimbursement.

Questions also asked regarding cash shortfalls, it was mentioned a loan or a cushion.

The board asked that we speak with the auditors to see if there may be a way to do something of that sort. It will be brought to another meeting.

Motion made to approve the financials, made by Aubrey Hobson seconded by Vernon Asbill. All in favor, motion carried.

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

### **3. Operations Committee Meeting Decisions & Recommendations:**

**A. Approved October 2019 Operation Committee Meeting Minutes:**

**1. Communications Meeting:**

**B. Criminal Justice Coordinating Council:**

**C. CAD RMS Upgrade Meetings:**

Director Kern advised it was a productive meeting, they will also be having a communication meeting the afternoon of this board meeting with Chief Skinner, and Katy from CPD. Employees attended a meeting with the courts, to try and get everyone on the same page.

There have also been CAD and RMS meeting to get everyone prepared for the update.

County Manager Davis advised he wanted to clear up any rumors that had been going around. Advised there would be no changes occurring at this time. He just wants a stop put to the rumors.

**4. Directors Comments / Announcements / Reports:**

**A. October Personnel Report:** Director Kern advised REDA is 8 positions down, and from this hiring process only one is going through.

Mayor Miller advised they are going to be doing a salary survey, asked about looking into a market analysis for us as well.

**1. Supervisor Promotion Process**

**2. New Hire Process**

**B. Radio Meeting at ECFS:** Director Kern advised the CPD was also at this meeting, and that all major players were there to ask questions. There had been a lot of questions, and a lot of back and forth.

**C. October Overview & Statistical Information:** Director Kern advised the stats are slightly trending upward. Not as much as when oilfield had gone up, but it is upward.

Director Kern mentioned that there had been discussion regarding REDA becoming the primary dispatch for Trans Aero.

County Manager asked if a MOU would be what is required for that to happen?

Advised MOU would be required. REDA will also be WIPP dispatch when they are in the county.

**1. Call Count Comparison by Month**

**D. October Information Technology Report:** OIT Romine advised he is going to help review the radio upgrade and he has some questions. There had been some testing done, walking through the PSC testing different areas. FLETC will be going through their own project, opted out of ours.

OIT Romine also wanted to touch base on the costs for an upgrade for video to 911. It will be a quarter or a million to upgrade for that. Advised the dispatchers would end up seeing some very traumatic things when that goes through.

More discussion had regarding radios and testing. Certain individuals have been asked to write a synopsis of issues on radio testing.

**E. October Training Report:** Director Kern gave this for TC Headrick. Gave brief synopsis of Comm training class. Advised that two trainees should be released by the end of November, middle of December.

**1. Communications Training Class**

**2. 3 Trainees in shadow phase**

**3. CTO Internal Posting open until November 22<sup>nd</sup> – Tentative CTO class in December**

**4. Biennium roster to NM DPS**

**F. Audit Exit Interview:** This was only to advised that this interview was attended. Cannot disclose anything further until the report is approved.

**5. Legislative:** NM DFA is close to hiring two program managers to assist Stephen Weinkauf, NM 911 Bureau Chief. Interviews are complete and offers have been made.

**6. Resolutions:**

**A. 19-010 CIO Revised Job Description –** Director Kern asked for this to be removed for the time being. She will bring back at a later date.

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

**8. Consent Agenda:** None.

**9. Public Comments / Announcements:**

Mike Ristom asked to speak as a member of the public. Advised that he is skeptical of New Mexico overseeing radios. He advised that there have been issues in the past with NM keeping track of and handling radio towers in Eddy County.

Ristom advised that he thinks that the more control that is kept locally the better. NM DoIT is horrible and has a hard time with Motorola and their time limits.

**10. Board Member Comments:**

John Ross Null wanted to thank HR Campbell, and dispatch for their assistance in testing the shot detection system at the schools. He advised that he received an email after the tests were done around 9 pm that gave specific details on how the tests went at each school.

Vernon Asbill advised that REDA needed to get all of their capital needs to legislate. Advised to work with Rep. Townsend regarding this for capital requests.


**11. Closed Meeting:** None.

**12. Set next Board meeting date:** December 19<sup>th</sup>, 2019 @0900

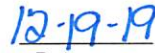
**14. Adjourn meeting:**

Meeting adjourned at 1048.

  
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Mayor Raye Miller, Executive Board Chairman (or designee)

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Bambi Kern, REDA Executive Director (or designee)

  
\_\_\_\_\_  
Date