

Cass County  
E911 Governing Board  
Meeting Minutes  
21 August 2023

The E911 Governing Board met at 10am at the Offices of the Cass County Central Dispatch Center. The meeting was called to order by President Ed Schroder.

MEMBERS PRESENT: Rocky Buffum, Ed Schroder, Tracy Williamson, Mike Deitrich

MEMBERS ABSENT: Travis Yike, Rick Bair, John O'Connor

STAFF PRESENT: Tara Grigsby

#### APPROVAL OF MINUTES

Minutes of the June 19, 2023 meeting were reviewed. Mike Dietrich made a motion to approve which was seconded by Tracy Williamson. Approved unanimously on a motion duly made and seconded.

#### DIRECTORS REPORTS

Directors reports were presented by Tara Grigsby in the areas of Finance, Calls/Equipment/etc, Ledger and Training.

Under equipment, Tara Grigsby reported ongoing problems with Frontier Communications which as resulted in multiple service interruptions. These service interruptions disrupt the ability of the 911 center to dispatch fire and Emergency Medical Services agencies to emergencies. The first occurrence lasted for almost a week, and there was another outage last week. Tara Grigsby reported Frontier is no longer returning her calls.

Ed Schroder recommended reaching out to the Indiana Utility Regulatory Commission. Tracy Williamson recommended giving the county attorney a heads up in case his intervention is needed.

Rocky Buffum mentioned as part of the Fire Radio Project extra mobile radios were purchased for the dispatch center so fire departments and EMS could be dispatched wirelessly if land lines were compromised. When install crews arrived at the dispatch center they were told not to install them because it would make desks too cluttered. Tara Grigsby indicated she might be open to one mobile radio, but didn't want a lot of extra equipment installed because there already is a lot in the dispatch center. Rocky Buffum replied given the option of a clean desk or having the ability to dispatch fire departments when someone is having an emergency, he would go with a little bit of clutter on the desk.

There is not much money remaining on the Overtime Salary line in the budget. Tara Grigsby reports she might be able to cover this with line transfers.

Ed Schroder mentioned call increases on the Sheriff's Department report. He believes part of the reason is implementation of body cameras, and deputies needing a call number to catalog video footage.

There was a question about animal owners retrieving pets from Vohne Lick Kennels. Sheriff Ed Schroder indicated owners need to call the animal control officer to arrange return of animals and should not call Vohne Lick Kennels directly.

#### OLD BUSINESS

##### BUILDING MAINTENANCE

Ceiling tiles have been fixed.

##### FIRE RADIO PROJECT

Tara Grigsby reported it is going. It is harder to keep track of multiple channels. There are a few departments not yet putting "extra traffic" Such as POVs and water shuttles on the direct channels dispatch doesn't monitor. Mike Dietrich

recommended reaching out to individual departments when non-systemic issues occur with a friendly reminder. Mike Dietrich asked if it was getting easier as everyone gets used to it, Tara Grigsby replied yes.

## **NEW BUSINESS**

### **VACANCIES AND SALARY DISCUSSION**

The 911 center has full staffing with one employee currently on suspension. We have one temporary full-time position until the suspension issue is resolved.

### **POLICY REVIEW**

Draft policies were discussed as distributed the board. Corrections were suggested and notated. Rocky Buffum indicated he did not receive the second “packet” of policies.

Mike Deitrich made a motion to approve the proposed policies as amended, which was seconded by Tracy Williamson. Rocky Buffum abstained from voting. Ed Schroder, Tracy Williamson and Mike Dietrich voted to approve.

### **OVERTIME AND OVERTIME SHIFTS**

Tara Grigsby asked why she was blindsided at the last County Council meeting about transitioning the Assistant Director position to an Exempt position. Tracy Williamson responded the issue came up due to an employee doubling their salary thru overtime. Tracy Williamson reported during his comments in the meeting Brady Wiles from Emergency Medical Services provided a possible solution, however overtime control is in the realm of the agency director. Tracy Williamson reported one reason for the extra attention is the 911 center is no longer being fully funded by state 911 funding, additional monies from the county general fund are being used to subsidize operations. Tracy Williamson and Mike Deitrich would like to meet one on one with the director to gain more understanding of the issues and indicated the County Council members have more questions to gain more understanding of the issue. They would like to have this meeting before the next County Council meeting.

### **BOARD COMMENTS**

Mike Dietrich mentioned the possible need to involve the City of Logansport in discussions of overtime expenses and operations. There is an interlocal agreement between Cass County and the City of Logansport regarding 911 center operations. If the amount of 911 funding from the State of Indiana does not cover the cost of operating the dispatch center, costs are supposed to be split between the city and county.

### **NEXT REGULAR MEETING SCHEDULED FOR OCTOBER 16, 2023 AT 10AM**

### **PUBLIC COMMENTS**

NA

### **ADJOURNMENT**

A motion to adjourn was made by Mike Dietrich with a second by Tracy Williamson. Approved unanimously on a motion duly made and seconded.

Respectfully submitted,

Rocky Buffum  
E911 Board Secretary