

Cass County
E911 Dispatch Governing Board
Meeting Minutes
19 December 2022

The meeting was called to order at 10am by President Ed Schroder at the Cass County Dispatch Center, 520 High Street, Logansport, IN.

PRESENT: Ed Schroder, Tracy Williamson, Ryan Browning, John O'Connor, Rick Bair, Rocky Buffum

ABSENT: Travis Yike

STAFF/Members of Public: Tara Grigsby, Felicity Perez-Nuscis, Mike Dietrich

APPROVAL OF MINUTES

Minutes of the October 17, 2022 meeting were reviewed. Rick Bair made a motion to approve which was seconded by Tracy Williamson. Motion unanimously approved on a motion duly made and seconded.

DIRECTORS REPORT

Tara Grigsby presented Director's Reports in the areas of Finance, Calls/Equipment/etc, Ledger and Training.

The Federal Communications Commission (FCC) license for the county fire dispatch channel was renewed.

There are 6 open positions with 2 in training at this time. This means dispatch is at 50% staffing. If one more full-time employee leaves this will be unsustainable. Wages are the most cited reason for leaving.

The Director reviewed the new Mandatory Overtime Policy with staff.

OLD BUSINESS

COVID 19

Dispatch has had one employee out with COVID since the last meeting.

BUILDING MAINTENANCE

Roofing project is done, some ceiling tiles have been replaced.

SITE TRUNKING

Virgil from ERS will be visiting later this week to align antennas now the roofing project is done. This should resolve site trunking issues.

ERS REVIEW OF EQUIPMENT

A new backup radio was ordered in September and we are awaiting delivery.

NEW BUSINESS

VACANCIES AND SALARY DISCUSSION

The current staffing situation was discussed. If we lose more staff we would have to plan for another county to cover Cass County 911 calls. This would not be good for public safety as those personnel would not know the area and would be less effective at assigning resources.

The Board agrees unanimously something needs to be done urgently to improve retention and try to make dispatch salaries more sustainable. The Sheriff indicated if cutting the Sheriff budget was needed he would support to help make it happen.

A variety of scenarios were discussed including pay increase, bonuses, cross training and historical staffing.

A motion was made by Rick Bair to present the following recommendation to the County Council:

Part time pay rate increased to the maximum of \$21/hour
\$10,000 pay increase for full time dispatcher salary
\$7,500.00 one time stipend for full time existing dispatchers
\$10,000.00 one time stipend for Director who has been picking up a lot of extra shifts
Eliminate probationary pay period for new dispatchers

The motion was seconded by John O'Connor. Motion unanimously approved on a motion duly made and seconded.

We will reach out to see about the possibility of a special Council meeting to discuss this proposal. The Board President and Director will jointly present. If possible, we would like the full board present to show support and emphasize the critical nature of this need.

CALL TAKING SOFTWARE

Tara Grigsby is not happy with the current call taking software. She reports it is not integrated with the Computer Aided Dispatch (CAD) and does not match up to Standard Operating Procedures. She would like to upgrade to a version that is integrated and is customizable for local SOPs. This was determined to be an operational decision within the Director's prevue to make.

BOARD COMMENTS

N/A

PUBLIC COMMENTS

N/A

NEXT REGULAR MEETING

Meeting dates for 2023:

February 21

April 17

June 19

August 21

October 16

December 18

The Board will continue to meet at 10am at the dispatch center.

ADJOURNMENT

Rick Bair made a motion to adjourn which was seconded by Ryan Browning. Motion unanimously approved on a motion duly made and seconded.

Respectfully submitted,



Rocky Buffum
Secretary