

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, October 19, 2023
Time: 0800
Location: Community Room, Auburn Hall

Roll Call:

Present- Chief David St. Pierre, Chief Mark Caron, Chief Robert Chase, Chief Jason Moen, Lewiston City Administrator Heather Hunter, Councilor K. Lee Clement, Ms. Patricia Mador, Esq., and Citizen-at-large Michel Lajoie.

Not Present- Councilor Leroy Walker

Staff- Director Tim Hall, IT Director Drew McKinley, and Operations Manager Mark Cayer

Secretary- Director Tim Hall (Katie Gallant absent)

Meeting called to order by Lewiston Auburn 911 Director, Timothy Hall at 08:00.

Approval of Minutes:

- Motion to approve the September 21, 2023, meeting minutes was made by Chief Chase. Motion seconded by Councilor Clement.
- All in favor. Motion passes.

Financial Report:

FY 2024 YTD Budget Review

- Director Hall reviewed the FY 2024 year-to-date report with the committee. He noted that the excess appearance of the Maintenance and Licensing line was due to the IMC licenses being paid for by the Center, invoices have been sent to the agencies.

- He also noted that the regular salary line is slightly below projections due to vacancies while the overtime line is significantly over due to vacant shift overtime as well as a long term absence of one of our employees however, we are in a similar spot as we were this time last year.
- A motion to accept the FY 2024 year-to-date budget report was made by Chief Moen. Motion seconded by Ms. Mador, Esq.
- All in favor. Motion passes.

FY 2020 Capital Budget Review

- No Changes to the Capital Budget since previous meeting
- Administrator Hunter inquired when we would be able to close this project; Director Hall asked the Police and Fire Chiefs to weigh in as their accessory budgets are tied to the project and with the recent replacement of all portable radios they may have additional needs that weren't previously known. Agreement was reached that the project would be closed prior to May 2024 to assist each City in FY25's Capital Budget planning.

Director's Report:

Maine Emergency Crisis Response Policy (9-1-1/9-8-8)

- Director Hall updated the Committee on the Crisis Response Policy crafted by the 9-1-1 Bureau, Maine EMS, 9-1-1, and 9-8-8 stakeholders. If adopted, this policy would allow the 9-1-1 Center to transfer a limited number of behavioral health calls to 9-8-8 as an alternative to deploying a traditional Police and/or EMS response. Director Hall shared his concern that adoption of this policy would apply additional pressure to existing staff because of the time it would take to process a call when our staff is already working over capacity due to vacancies.
- Administrator Hunter inquired what sort of public education campaign has been done at the State level to inform people of using 9-8-8 as an alternative to 9-1-1 when appropriate; Director Hall said some marketing has been done but because the program is relatively new it's unlikely many are aware of it. Administrator Hunter suggested we consider doing some local communication in our communities regarding the service.
- Chief Chase requested some data on previous incidents handled by our Center that may have been eligible for this new process in the future should we adopt the policy; he believes this information would be helpful in further discussions. Director Hall agreed and will work to pull together data and arrange a meeting among the Chiefs to further discuss.

IT Director's Report

Radio Project Update

- IT Director McKinley informed the Committee that the new portables have been issued to all of the agencies; feedback thus far has been that they are working well and that the clarity has improved over the previous model.

Operations Manager's Report:

- Operations Manager Cayer provided a staffing update to the Committee; we currently have 17 full time employees, one of which is in training. One Dispatcher has submitted their resignation and their last day with the Center will be October 29, 2023. A new hire will start with the Center on November 6, 2023. One employee remains on extended medical leave and a return to work date has not been established.

Executive Session:

- Motion to enter Executive Session made at 08:28 to discuss a personnel matter was made by Administrator Hunter. Motion seconded by Chief Moen.
- All in favor. Motion passes.
- Exited Executive Session at 08:33.

General Discussion:

- N/A

Next meeting:

- The next meeting will be November 16, 2023 in the Administrative Conference Room at Lewiston City Hall

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made by Chief Moen. Seconded by
- Meeting adjourned at 08:34.