

## LEWISTON-AUBURN 911 COMMITTEE

### MINUTES

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Date: Thursday, March 16, 2017  
Time: 0800  
Location: Lewiston-Auburn 911 Communications Center

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#### Roll Call

*Present-* Chief Phil Crowell, Chief Brian O'Malley, Acting Chief Bruce McKay, Finance Director Heather Hunter, Councilor Leroy Walker, Councilor Tim Lajoie, Pat Mador, Esq.

*Staff-* Director Paul LeClair, IT Director Drew McKinley, Secretary Katie Gallant

#### *Guest-*

- A. Meeting called to order at 0802 by Lewiston Auburn 911 Director, Chief Paul LeClair.
- B. Approval of February 23, 2017 meeting minutes
  - a. Motion to accept minutes made by Finance Director Heather Hunter.
  - b. Seconded by Councilor Leroy Walker.
  - c. All in favor. Motion passes.
- C. Financial Report
  - a. Year to Date Budget Report
    - i. Secretary Katie Gallant explained the overage of the Overtime, Maintenance and Licensing, and Legal Fees line items.
    - ii. Overtime will likely continue the over budget trend through the end of the fiscal year until all of our trainees have completed training and are signed off.
    - iii. Maintenance and Licensing will balance out as fees are reimbursed to us by respective agencies.
    - iv. Legal Fees will return to well under budget after the mis-posting is reversed and posted to the Insurances line item.
    - v. Motion to accept the financial report was made by Chief Phil Crowell.
    - vi. Seconded by Councilor Walker.
    - vii. All in favor. Motion passes.
- D. Director's Report
  - a. Staffing
    - i. One trainee has signed off and transitioned to full time.
    - ii. Two in training for another month, or so.

- iii. Three candidates to interview for two vacant positions. This will bring us close to full staff.
  - b. Vision Plan
    - i. The Director requested approval to offer MMEHT's stand-alone vision plan to employees. This plan would be offered at no cost to the Center.
    - ii. Motion to approve the plan was made by Ms. Hunter.
    - iii. Seconded by Pat Mador, Esq.
    - iv. All in favor. Motion passes.
- E. IT Director's Report
  - a. Friday night LPD Prime radio communications saturated LFD radio feeds. LPD was switched to tactical channels. Saturday morning investigations of the cause came back with no results.
  - b. Thursday, March 23, 2017, Director Paul LeClair and IT Director Drew McKinley will be meeting with Dirigo Wireless to inquire about the affordability of establishing backup communications.
- F. Executive Session
  - a. No executive session.
- G. Next meeting will be Thursday, April 20, 2017 at 0800.
- H. No Public Comment
- I. Adjournment
  - a. Motion to adjourn made by Chief Crowell.
  - b. Seconded by Chief Brian O'Malley.
  - c. All in favor. Meeting adjourned at 0817.