

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, June 17, 2021

Time: 0800

Location: Zoom

Roll Call:

Present- Chief Brian O'Malley, Chief Brian Stockdale, Ms. Patricia Mador, Esq., Councilor Leroy Walker, Councilor Michel Lajoie, and Finance Director Heather Hunter.

Staff- Director Paul LeClair, IT Director Drew McKinley, and Operations Manager Tim Hall

Secretary- Katie Gallant

Guest(s)- Brian Martin

Meeting called to order by Lewiston Auburn 911 Director, Paul LeClair at 08:00.

Approval of Minutes:

- Motion to approve the May 20, 2021, Zoom meeting minutes was made by Councilor Lajoie. Motion seconded by Councilor Walker.
- All in favor. Motion passes.

Financial Report:

FY2021 YTD Budget Update

- Director LeClair reviewed the year-to-date FY2021 financial report with the Committee. The current year-to-date expenditure is at 84.3%, better than expected.
- Motion to accept the FY2021 budget report was made by Councilor Walker. Seconded by Ms. Mador, Esq.

- All in favor. Motion passes.

Director's Report:

Personnel

- Director LeClair informed the Committee that there are two new hires in training. One employee has returned after a three-year absence. Currently, all positions are filled.
- There is a meeting with the Dispatcher's Union representatives this afternoon and we should be signing the new Collective Bargaining Agreement today.
- Ms. Mador, Esq. made a motion to approve the non-union COLA increase as presented in the FY2022 budget. Seconded by Finance Director Hunter.
- All in favor. Motion passes.

IT Director's Report

Radio Project Update

- IT Director McKinley and Director LeClair reviewed the status of the Radio Project with the Committee.
- EF Johnson has been here to work on items in the pending list document. They will be back the week of June 28, 2021.
- IT Director McKinley will schedule portable radio training with the departments and issue the portable radios to personnel at that time.
- Director LeClair recommended that IT Director McKinley meet with the Chiefs to establish an amicable transition date.
- Chief Stockdale questioned the station alerting solution? IT Director McKinley informed the Committee that EF Johnson was working with Zetron to secure the station alerting solution.
- Director LeClair reviewed the pending issues list and tentative completion dates of such.
- The 5th Site RFP will be published on June 17 or 18, 2021. Two known vendors are expected to bid.

Operations Manager's Report:

- No report.

Executive Session:

- Finance Director Hunter requested a motion to suspend executive session rules and enter into executive session to discuss a personnel matter.
- Motion to enter into Executive Session and suspend meeting rules was made by Ms. Mador Esq. The motion was seconded by Councilor Walker. The Committee entered Executive Session at 08:21.
- Motion to exit Executive Session made by Ms. Mador, Esq. Seconded by Finance Director Hunter.
- Finance Director Hunter made a motion to pay all 911 Communications Center staff a bonus equivalent to three-days' pay in recognition of their work through the COVID-19 pandemic. Ms. Mador seconded the motion to include pay must be paid out on or before June 30, 2021.
- All in favor. Motion passes.

Next meeting:

- The next meeting will be Thursday, July 15, 2021, at 08:00 via Zoom.
- Finance Director Hunter informed the Committee that with the end of the State of Emergency that July will be the last meeting we can meet via Zoom.

Public Comment:

- N/A

Adjournment:

- Motion to adjourn made by Finance Director Hunter. Seconded by Ms. Mador, Esq.
- Meeting adjourned at 08:29.