

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, June 18, 2020

Time: 0802

Location: Zoom

Roll Call:

Present- Chief Jason Moen, Chief Brian O'Malley, Chief Brian Stockdale, Chief Robert Chase, Finance Director Heather Hunter, Councilor Michel Lajoie, and Patricia Mador, Esq.

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

Secretary- Katie Gallant

Guest(s)- Pvt. Brian Martin

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

Approval of Minutes:

- Motion to approve the April 17, 2020 Zoom meeting minutes was made by Ms. Mador, Esq. Motion seconded by Councilor Lajoie.
- All in favor. Motion passes.

Executive Session: N/A

Financial Report:

FY2020 YTD Budget Update

- The FY2020 Year-to-Date budget is presented by Director LeClair. The Director estimates a 97% to 98% expenditure of the FY2020 budget.

- Chief Moen moves to accept the FY2020 budget report as presented by Director LeClair. The motion is seconded by Finance Director Hunter.
- All in favor. Motion passes.

FY2021 Budget Approval

- Director LeClair informed the committee that the cities of Lewiston and Auburn have approved the Lewiston Auburn 911 Communications Center's FY2021 budget with a zero percent (0%) increase.
- Director LeClair requested that the committee approve the 2% COLA for the Center's three non-union and five administrative employees as presented in the FY2021 Budget.
- Motion to approve the Cost of Living Adjustments made by Finance Director Hunter, seconded by Ms. Mador, Esq.
- All in favor. Motion passes.

Director's Report:

Personnel

- One trainee has resigned stating that the job duties were not a fit. That brings the Center to 3 vacancies. We have started the hiring process with the intention to fill one position.
- We currently have 1 part-time employee.

IT Director's Report:

Radio Project

- IT Director McKinley and Operations Manager Hall are scheduled to go to Texas the last week of June for the Factory Approval Testing.
- A delay on portable radio accessibility has resulted in a delay of delivery.
- The Radio Project budget is on target.

Operations Manager's Report: N/A

Next meeting:

- Finance Director Hunter and Chief O'Mally will not be available for a July Committee Meeting.

- Motion to skip the July 23, 2020 911 Committee Meeting made by Finance Director Hunter. Seconded by Ms. Mador, Esq.
- All in favor. Motion passes.
- The next meeting will be Thursday, August21, 2020, at 08:00.

Public Comment:

- No public comment.

Adjournment:

- Meeting adjourned at 08:21.