

# LEWISTON-AUBURN 911 COMMITTEE

## MINUTES

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Date: Thursday, March 18, 2021

Time: 0800

Location: Zoom

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### Roll Call:

*Present-* Chief Jason Moen, Chief Brian O'Malley, Chief Robert Chase, Ms. Patricia Mador, Esq., Finance Director Heather Hunter, Councilor Leroy Walker, Councilor Michel Lajoie, and Citizen-at-large Wayne Werts.

*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 January 21, 2021, Zoom meeting minutes was made by Finance Director Hunter. Motion seconded by Councilor Walker.
- All in favor. Motion passes.

### Executive Session:

- No Executive Session

### Financial Report:

FY2021 YTD Budget Update

- Director LeClair reviewed the year-to-date FY2021 financial report with the Committee.
- Motion to accept the FY2021 budget report was made by Councilor Walker. Seconded by Chief Moen.
- All in favor. Motion passes.

#### FY2020 Financial Audit

- Finance Director Hunter reviewed the FY2020 Financial Audit with the Committee. There were no adjustments from the unaudited year-end report she presented last fall.
- Motion to accept the FY2020 Financial Audit 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 the Center has made a job offer and the applicant is completing the background paperwork.
- Two new hires are well into their training and the third is scheduled to attend the Academy in a couple of weeks..

##### CPSM LFD Report Update

- Director LeClair advised the Committee that Chief Stockdale has reached out to CPSM and has yet to receive a response. He will ask City Manager D'Auteuil to reach out to them.

##### Tower Lease Proposals

- After the Committee's decision to reject all vendor proposals for leasing space on the Webber Ave Tower, one vendor expressed interest in attending the March Committee Meeting to address the Members in order to negotiate terms. The vendor has since withdrawn his request.
- The Committee failed to vote on the vendor proposals in public session during the February meeting.
- Ms. Mador, Esq. made the motion to reject all Tower Lease proposals presented at the February 18, 2021 Committee Meeting.
- The motion was seconded by Councilor Walker.

- All in favor. Motion passes.

### IT Director's Report

#### Radio Project Update

- IT Director McKinley informed the Committee that representatives from EF Johnson would be working on-site for a 3 week period. They are working on the list of items that was presented last month and are making progress.
- IT Director McKinley and Director LeClair have been doing some field testing with the radios and are happy with the results.

### Operations Manager's Report:

- Operations Manager Hall advised the Committee that the CALEA Assessment will be web-based this year and will be done in April. CALEA is aware that COVID-19 restrictions have limited the ability to fully meet some of the standards.

### Next meeting:

- The next meeting will be Thursday, April 15, 2021, at 08:00.

### Public Comment:

- Finance Director Hunter reminded the Committee that the Lewiston City Budget Review is on March 25, 2021.
- Chief Moen inquired whether there had been any thought given to acquiring a new record management system with COVID Relief funds. Director LeClair responded that we would give it some thought.

### Adjournment:

- Motion to adjourn made by Councilor Walker.
- Meeting adjourned at 08:18.