

# LEWISTON-AUBURN 911 COMMITTEE

## MINUTES

---

---

Date: Tuesday, December 21, 2021

Time: 0800

Location: Zoom

---

---

### Roll Call:

*Present-* Chief Jason Moen, Chief Robert Chase, Chief David St. Pierre, Chief Mark Caron, Lewiston City Manager Heather Hunter, Ms. Patricia Mador, Esq., Councilor Leroy Walker, Councilor Michel Lajoie, and citizen-at-large Wayne Werts.

*Not Present-*

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

*Secretary-* Katie Gallant

*Guest(s)-*

Meeting called to order by Lewiston Auburn 911 Director, Paul LeClair at 08:02.

### Approval of Minutes:

- Motion to approve the November 18, 2021, meeting minutes was made by Ms. Mador, Esq. Motion seconded by Councilor Lajoie.
- All in favor. Motion passes.

### Executive Session:

- To discuss a personnel matter.
- Motion to enter into executive session made by Councilor Lajoie. Motion seconded by Councilor Walker.

- All in favor, executive session commences at 08:03.
- Motion to exit executive session made by Ms. Mador, Esq. Motion seconded by Councilor Walker.
- All in favor. Executive session concludes at 08:25.

#### Committee Decision

- Chief Moen makes a motion to select Timothy Hall as the new Director of Lewiston Auburn 911 effective January 17, 2022. Motion seconded by Councilor Walker.
- All in favor. Motion passes.
- Formal negotiations will be conducted by City Manager Hunter.

#### Financial Report:

##### FY2022 YTD Budget Update

- Director LeClair reviewed the FY2022 year to date budget with the Committee.
- Motion to accept made by Councilor Lajoie. Seconded by Councilor Walker.
- All in favor. Motion passes.

##### Capital Project Financial Report

- Director LeClair reviewed the capital projects with the Committee.
  - Speaker Mics have been ordered. Anticipated delivery in March.

##### FY2021 Audit Report

- CM Hunter reports that there were no audit adjustment to the unaudited financial statement.
- Motion to accept the FY2021 Audit Report as presented was made by Chief St. Pierre. Motion seconded by Councilor Walker.
- All in favor. Motion passes.

#### Director's Report:

- Director LeClair reminded the Committee that we will be electing officers in January. Chief Moen has agreed to continue as the Chair of the Committee.

- There will be a change to the Lewiston City Councilor and the Citizen-at-large. CM Hunter stated that subject to board approval the Lewiston representative would be Councilor Clement.
- Director LeClair mentioned that United Ambulance is relinquishing their EMD license with the State. This should only minimally increase the Center's call volume.
- Director LeClair asks that the Committee vote on the non-union COLA increase of 0.5% effective January 1, 2022, as adopted in the FY2022 budget.
- Motion to approve the non-union COLA made by Councilor Walker. Motion seconded by Ms. Mador, Esq.
- All in favor. Motion passes.

### IT Director's Report

#### Radio Project Update

- IT Director McKinley informed the Committee that EF Johnson found a software issue with the consoles that they believe is causing the audio issues. They should have a software fix available in the beginning of January. After the fix is complete, we will begin the transition with the Fire Departments.
- The FSA solution has been ordered. It is expected to be installed in March or April.
- The Airport Tower has been completed and is awaiting final approval from the FAA for the CMP pole.
- The BDA has been installed at Auburn PD on December 21<sup>st</sup> and is scheduled for install at Lewiston PD on December 22<sup>nd</sup>.

### Operations Manager's Report:

- Operations Manager Hall informed the Committee that the Center has three vacancies. We plan to advertise early January.
- Chief Moen offered to share the advertisement on the Auburn PD's social media page. He also recommended we reach out to CMCC, SMCC, and the Adult Ed program.

### Next meeting:

- The next meeting will be Thursday, January 20, 2022, at 08:00 in the Auburn Lewiston Airport Conference Room.

### Public Comment:

- None

Adjournment:

- Motion to adjourn made by Ms. Mador, Esq. Seconded by Chief Moen.
- Meeting adjourned at 08:45.