

LEWISTON/AUBURN 9-1-1 COMMITTEE

MINUTES

Date: Thursday, April 21, 2016
Time: 0800
Location: LEWISTON/AUBURN 9-1-1, 552 Minot Avenue Auburn, Maine 04210

1. ROLL CALL:
 - A. Present: Chief Paul LeClair, Chief Phil Crowell, Chief Michael Bussiere, Deputy Chief Geoff Low, Finance Director Heather Hunter, Pat Mador, Esq., Councilor Leroy Walker, Councilor Timothy Lajoie
 - B. Staff: Director Phyllis Gamache, Secretary Kristal Goff
 - C. Absent: Systems Manager Drew McKinley
2. OPEN SESSION:
 - A. Meeting called to order at 08:00 a.m.
 - i. Motion made by Ms. Mador, Esq. to enter into Executive Session.
 1. Seconded by Chief Crowell.
 2. Motion passes.
 - B. Regular session begins at 08:30 a.m.
 - C. *Budget Discussion*
 - i. Chief LeClair states Lewiston is moving forward to adopt the budget according to the Interlocal Agreement; no direction from Auburn to make adjustments to the budget.
 1. This is having an impact on employees since there aren't any answers for them.
 2. The Committee isn't sure what will happen if Auburn doesn't fund their share of the budget.
 3. The Center has done a lot of great things employee-wise; the Committee has done some great work; professionalism has increase; IT has done well; we've been CALEA reaccredited twice.
 - a. Chief LeClair is requesting Auburn representatives go back to their City Manager and request he Lewiston's City Manager a call.
 - b. Chief LeClair and Director Gamache will be attending the next Public Safety Committee meeting in Auburn.
 - c. Chief LeClair states the best budget has been presented, with no increase and fund balance being spent down.
 - i. Councilor Walker states he will speak with the Auburn City Manager.
 - d. Motion made by Finance Director Hunter to accept Budget Discussion report.
 - i. Seconded by Chief Crowell.
 - ii. Chief Bussiere abstains because he wasn't present at the most recent meetings.
 - iii. Motion passes.
 - D. *Financial Report*

- i. We are trending well with spending. Currently at week 42 of 52 and trending 10% below estimated expenditures.
- ii. No surprises with the line items that are over budget.
- iii. Working with Finance Director Hunter to direct funds to the appropriate line items based on approved fund balance spending.
- iv. Motion to accept Financial Report made by Councilor Walker.
 - 1. Seconded by Chief Bussiere.
 - 2. Motion passes.

E. *Director's Report*

i. *Personnel*

- 1. One employee in the pipeline – working on background investigation.
- 2. Trainee Griffin is doing well. She started in December and is progressing and remaining on track.
- 3. Sabattus dispatch has signed on with ASO. Unknown status on Durham.
- 4. Sheriff Samson met with Director Gamache and Systems Manager McKinley last week. Very productive meeting.
 - a. ASO will be partnering with L/A 9-1-1 financially to share costs for IMC so they don't have to purchase new IMC software.
 - i. Chief LeClair would like to know how much ASO will be charged for IMC.
 - ii. Chief Crowell doesn't want to have the County absorb IMC costs again.
 - iii. Finance Director Hunter states an Interlocal agreement needs to be signed on this.
 - a. Director Gamache states Sheriff Samson is aware this won't be a "handshake" agreement and he's willing to work with us and pay an appropriate share.
 - b. They will be keeping their IT contract with L/A 9-1-1.
 - c. They will be assisting with the tower issue on Goff Hill.
 - d. They are in the process of expanding dispatch and moving into a space with the County Administrator. Room will be big enough to have two to three stations as a "Back-Up Center" for L/A 9-1-1.
 - i. This will be a huge opportunity to save money and gives them some infrastructure as backup.
 - ii. Councilor Lajoie would like to know where the need for ASO dispatch expansion comes from.
 - a. Director Gamache states that's a question for Sheriff Samson about those details.

F. *No Public Comment.*

G. *Next meeting will be the regularly scheduled meeting, Thursday, May 19, 2016 at 08:00.*

H. Motion to adjourn made by Councilor Walker at 08:50 a.m.

- i. Seconded by Councilor Lajoie.
- ii. Motion passes.