

**CENTRAL DISPATCH BOARD OF DIRECTORS
JOINT MEETING MINUTES
May 26, 2020**

Robert Savoie called the meeting of the Central Dispatch Board of Directors to order at 3:00 p.m. on Tuesday, May 26, 2020 in the training room of Chippewa County Central Dispatch.

The following board members were present: Robert Savoie, Dan Wilcox, and Ray Baker. Others present: Director Michelle Robbins, Operations Manager Tammy Peyton. Board members via zoom: Jim Miller and Scott LaBonte. Others present via zoom: Terry Heyns and Ron Carrick.

Roll call noted – including zoom. No introductions needed.

MOVED by Scott LaBonte and supported by Jim Miller to approve the meeting agenda for May 26, 2020. **Motion carried.**

MOVED by Terry Heyns and supported by Scott LaBonte to approve the meeting minutes of the January 28, 2020 meeting. **Motion carried.**

Revenue and expenditures were reviewed by Director Robbins for the first period of Jan-Feb 2020 and the second period of March-April 2020. **MOVED** by Jim Miller and supported by Dan Wilcox to accept the first period expenditures of \$38,528.36 with revenue of \$380,496.80 and the second period expenditures of \$15,585.95 with revenue of \$218,506.44. **Motion carried.**

No public comments.

(A) **MONTHLY ACTIVITY REPORTS-** Board members reviewed the bi-monthly statistical information, which depicts the monthly activity reports. January-February and March-April were both reviewed at this meeting. Board members were also provided a copy of the COVID report that was requested by the SNC.

(B) **GENERAL ORDER 648-** Members were provided a copy of this General Order that outlines Police, EMS, and Fire response to Sugar Island during ferry disruptions. Director Robbins advised that this general order was modified following the exercise after-action report from March. **MOVED** by Dan Wilcox and supported by Scott LaBonte to approve General Order 648. **Motion carried.**

(C) **GENERAL ORDER 413-** Members were provided a copy of this General Order that outlines the Rapid SOS Portal. Director Robbins discussed this new tool that will aid dispatchers in locating callers. **MOVED** by Dan Wilcox and supported by Scott LaBonte to approve General Order 413. **Motion carried.**

(D) CHIPPEWA COUNTY- OATH OF OFFICE- Robert Savoie advised that committee members will need to take an updated Oath of Office at the Chippewa County Clerks Office. A handout from Kelly Church was also provided to members.

(E) 911 SURCHARGE INCREASE- RESOLUTION 2020-08/ FAQ- Members were provided a copy of this resolution and a Frequently Asked Questions handout. Director Robbins advised this will be promoted through social media. Robert Savoie asked members for their support for this. Discussion.

(F) LETTER OF RESIGNATION- GARSTANG- Part time Dispatcher Jessica Garstang resigned her position to move back downstate.

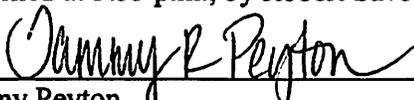
(G) COVID-19 DISCUSSIONS- Director Robbins discussed her Emergency Manager role in the distribution of personal protective equipment(PPE) throughout our region.

(H) OPERATIONS MANAGER UPDATE- OM Peyton gave members an update on staffing- one part time employee currently and the new hire of Renae Coady, who will start training on May 31, 2020. OM Peyton also advised that dispatchers at our center didn't miss a beat when the state went into lockdown. Director Robbins and OM Peyton both advised how lucky our area is to have the dedicated dispatchers that we do. Discussion.

Committee Member Comments:

- Scott LaBonte wanted to give everyone a pat on the back in regards to the PPE distribution process.
- Terry Heyns relayed a good job done by all on the search and rescue of the missing man recently.

MOVED by Dan Wilcox and supported by Scott LaBonte to adjourn. The meeting was adjourned at 3:33 p.m., by Robert Savoie.



Tammy Peyton



Robert Savoie, Board Chairman