

**Bureau County Emergency Telephone System Board
Meeting Minutes
February 22, 2018**

Board members present: Keith Ackerman, Bob Hoscheid, Todd Buckman, Jon Davis, Terry Himes. Scott Underwood, Jim Hoscheid, Todd Bogititus, Randy Philhower, Don Prince, Dan Rabe, Kevin Sangston, Rodger Bruyn, and Chuck Wooley.

Board members absent: Jim Shipp.

Staff members present: D. Stiles

Call to order: 7 p.m.

Review of agenda: No additions.

Review of regular board meeting minutes of January 25, 2018.

- Motion to approve without change: R. Bruyn; Second – K. Ackerman.
- **Motion carried.**

Visitors: None.

Treasurer's report: T. Himes

- Treasurer's report reviewed.
- Motion to approve Treasurer's report: D. Prince; Second – T. Buckman.
- **Motion carried.**

Reports:

Bureau County Board Liaison: Dan Rabe.

- Reported on jail tours and meetings.

Executive committee: J. Shipp.

- None (no meeting)

Chairman's Report – J. Shipp.

- None.

Director's Report – D. Stiles.

- Motion to change employees handbook to read (Annual raises will be given consideration at the start of each fiscal year budget. The amount or raise given will be based on budgetary needs and approval by the full ETSB. Individual employee raise amounts will be at a percentage rate, determined per individual employee by the 9-1-1 Director, based on the annual performance evaluation review): K. Ackerman; Second – R. Bruyn.
- **Motion carried.**
- Statistics report attached.

Unfinished business:

- None.

New business:

- None.

Adjournment:

- Motion to adjourn: D. Prince; Second – K. Sangston.
- **Motion carried.**

Meeting adjourned 7:39.

Submitted by Terry Himes, ETSB Secretary/Treasurer