



**Barry County Central Dispatch - DRAFT
Administrative Board Meeting Minutes**

February 24, 2020

- A. Forbes called the meeting to order at 2 pm.
The Pledge of Allegiance was recited.
- B. Roll call was taken.
Attendance: Rothenberger, Vujea, Cove, Yarger, Wilson, Redman, Smelker, Weeks, Leaf and Forbes
Absent: Murphy
Others in attendance: Director Lehman (BCCD), Booth (BCCD)
- C. Additions/Deletions to the Agenda - None
- D. A motion was made by Leaf and seconded by Cove to approve the agenda as printed. **All in favor. Motion carried.**
- E. A motion was made by Cove and seconded by Leaf to approve the January 2020 meeting minutes as presented. **All in favor. Motion carried.**
- F. Limited Public Comments - none
- G. Committee Reports
 - a. Personnel Committee
 - i. Evaluation of Director Lehman
 - ii. A motion was made by Vujea and seconded by Cove to go into closed session to discuss the evaluation of Director Lehman. Lehman and Booth left the room and the Board entered closed session at 2:05 pm. At 2:24 p.m. Weeks made a motion that the board return to open session with Leaf supporting. **All in favor. Motion carried.** A Superior Rating was given to Director Lehman by all Board members. The Board will have a meeting with Director Lehman to discuss the details of her evaluation after today's meeting. Leaf made a motion to accept the Directors Evaluation and the payrate increase. The motion was seconded by Weeks. Roll call vote. **All in favor. Motion carried.**
 - iii. No meetings were held this month
 - b. Finance Committee
 - i. No meetings were held this month
 - c. Equipment Committee
 - i. No meetings were held this month
- H. Directors Report was reviewed and discussed.
- I. New Business
 - a. Statewide 9-1-1 Outage
 - i. Director Lehman referenced the Board Packet information regarding the outage and explained how it affected Barry County Central Dispatch.
 - b. Barry Central – INdigital Network Configuration
 - i. Director Lehman referenced the Board Packet information regarding the issues with the current design and explained the plan to correct the problem.
- J. Miscellaneous – None
- K. January Budget Reports were reviewed. No questions or discussion.

L. Expenses

1. February 2020 operating disbursements were discussed. A motion was made by Cove and seconded by Redman to approve the February operating disbursements in the amount \$13,652.13. Roll call vote. **All in favor. Motion carried.**
2. February 2020 state expenses were discussed. A motion was made by Cove and seconded by Wilson to approve the February state expenses in the amount of \$47,754.12. Roll call vote. **All in favor. Motion carried.**
3. March 2020 contingent vouchers were discussed. A motion was made by Leaf and seconded by Redman to approve the March 2020 contingent vouchers. Roll call vote. **All in favor. Motion carried.**

M. Old Business

- a. Open House – March 3, 2020
 - i. Upcoming Open House to be held at Barry County Central Dispatch on March 3rd from 5-7pm. All board members were encouraged to come in support of the Center. Director discussed what can expected for the public during the open house and tours.
- N. No public comment**
- O. A motion was made by Leaf and seconded by Cove to adjourn the meeting. All in favor. Motion carried.** The meeting was adjourned at 2:56 pm.

The next Administrative Board Meeting will be held on Monday, March 23, 2020 at 2:24 p.m.

Respectfully submitted by Vanessa Booth