

**MEETING MINUTES
SOUTH EAST REGIONAL EMERGENCY SERVICE AUTHORITY
JUNE 17, 2020**

The meeting was called to order at 1:36 pm by Chief Holland

Roll Call with the following members present: Rouhib, Monroe, Coppler, Holland – Chief Woodcox absent. Motion to excuse Woodcox made by Monroe, seconded by Rouhib. All in favor. **MOTION CARRIED.**

Members of the public present: John Walters, James Piper, Tony Leese, Ex-officio Cherie Bartram

3. Adoption of Agenda:

Motion by Rouhib, seconded by Monroe, to adopt the agenda as presented. - **MOTION CARRIED**

4. Approval of Meeting Minutes

Motion by Monroe, seconded by Rouhib to approve the regular minutes of 4-15-20.

Motion by Monroe, seconded by Rouhib to approve the regular minutes of 4-29-20.

All were in favor. **MOTION CARRIED**

5. Correspondence – Michael Holland will be retiring as of June 30, 2020. He is resigning from the SERESA Board and there needs to be a replacement for his position.

6. Executive Director Report – Deputy Director Leese

A. Performance Review Reports – Three – one from Fraser and two internal – does not include the one from last week.

B. Video 911 – Director Bartram talked about it. Dispatcher initiated not caller initiated. Richmond has it and she will stop there to look at it. The Director recommended that the Dispatchers not be required to use it. She said that they would not be disciplined for not using it. How would that work for FOIA. Save for 30 days, based on the state’s retention schedule? Cherie to check. Two separate technologies audio and video. Cherie will have more answers after going to Richmond. Advantages would be for medical calls so the Dispatcher could see what was happening. Policy would have to be written about the usage for Police, etc. don’t want there to be liability.

Person who sends the video would be responsible if there is a FOIA. They would get questioned if there was an investigation. Issues could be that we would question why the video was used or not used. It was suggested that the supervisor decide whether a video was used or not, not the individual dispatcher. What is beneficial to the operation? We would need more than a 30-day trial period.

7. Action Item

A. Final approval of 20/21 Budget: Motion made by Rouhib, seconded by Monroe. All in favor. **MOTION CARRIED**

B. Approval of 19/20 Budget Amendment: Motion made by Monroe, seconded by Rouhib. All in favor. **MOTION CARRIED**

8. New Business

- A. New SERESA Fire Representative:** Monroe nominated Brian Kanigowski for the position. Rouhib seconded. All in favor. **MOTION CARRIED.** There was discussion that Holland is the Chairman, Rouhib is the Vice Chairman and Monroe is Finance. When Holland steps down, Rouhib takes Hollands place and Monroe takes Rouhib's place. This would be in place until the end of the year when elections are held.

9. Old Business

- A. None**

10. Disbursements

A. Disbursement Review and Approval:

- i. Disbursement 10** – Motion by Rouhib, seconded by Monroe. All in favor. **MOTION CARRIED**
- ii. Disbursement 11** – Motion by Rouhib, seconded by Monroe. All in favor. **MOTION CARRIED**

11. Revenue and Expenditure Report

- i. April 2020** – Couple adjustments per John Walters. Motion by Monroe, seconded by Rouhib. All in favor. **MOTION CARRIED TO RECEIVE AND FILE.**

12. Committee and Liaison Reports

A. Fire Operations Committee

- i. Fire Ops Report Update – Piper** – Nothing to report.
- ii. Bryx Status Update – Piper** – nothing to report.

- B. Law Operations Committee** – No report.

- C. TAC** – No report.

13. Hearing of the Public – Cherie Bartram told a story about Chief Holland calling her when she was offered the job and how he has always supported SERESA. She said that she will miss him. Others wished Chief Holland well also. Chief Holland said how happy he was to have worked with everyone.

14. Adjournment – Motion by Rouhib, Seconded by Monroe. All in favor. **MEETING ADJOURNED**