

**Seward County Communications Board**  
**January 6, 2022 7:00 PM**  
**Seward Municipal Building, 142 N 7<sup>th</sup> St., Seward, NE 68434**

The Seward County Communications Board held a regular meeting on January 6, 2022 at 7:00 PM at the Seward Municipal Building, 142 N 7<sup>th</sup> St., Seward, NE 68434. Notice of this meeting and the corresponding agenda were posted on the public bulletin boards at the Seward, NE County Courthouse, the Seward, NE City Hall and the Milford, NE City Hall and were duly transmitted to all members of the Communications Board. These items are also listed on the Seward County website.

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/ANNOUNCE LOCATION OF COPY OF OPEN MEETINGS LAW**

A quorum was achieved at 7:01 pm and at that time Chm. Jessica Kolterman called the meeting to order and asked all members present to rise for recitation of the Pledge of Allegiance and announces that the copy of the Open Meetings Law is posted on the wall of the meeting room of this building.

**ROLL CALL of Members Present**

Chm. Jessica Kolterman asked for roll call of member present. The following Communications Board members were present: Darrell Zabrocki, Curtis Deremer, John Culver, Jessica Kolterman, Forrest Siebken, Brian Peters, Mike Vance, and John P. Singleton. Members absent: none. Also, in attendance were: Chelsea Smith, Board Secretary and Nancy Kavulak, Interim 911 Director.

**APPROVAL OF MINUTES**

No discussion. Culver made a motion to approve the minutes from the December 14, 2021, meeting. Singleton second the motion; voting aye: Culver, Singleton, Vance, Siebken, Peters, Kolterman, Deremer, and Zabrocki; nay: none; absent: none; motion carried.

**ACT ON BILLS; BUDGET REPORT**

Zabrocki presented the board with the current bills. Hughes Brothers donated \$500 to E911. The check was given to Clerk's Office to be added back into the 911 budget. On target with about everything besides overtime. The overtime accrual is slowing down. One vacancy with Arena leaving. Two applicants in the works. There have been a lot of illnesses. The board gave a big thank you to Nancy K. for stepping up into the Director role.

No further discussion, Singleton made a motion to approve the bills and file the budget as presented. Siebken second the motion; voting aye: voting aye: Singleton, Siebken, Vance, Peters, Kolterman, Culver, Deremer, and Zabrocki; nay: none; absent: none; motion carried

**Discuss/Action – Status Update and/or Next Steps Related to Hiring of E911 Director**

Culver Reported on hiring 911 director. Culver explained process with the Seward County Attorney and explained this board (Seward County Communications Board) has power to set the salary for 911 Director. Seward County Board of Commissioners did approve the salary for the 911 Director that was presented.

Kolterman Confirmed that \$65,000 was approved and can be offered to the candidate. Kolterman is waiting for confirmation with Seward County Human Resources regarding offer to candidate. The Board may need to talk through what happens if this individual does not accept. Culver explained the process of the wage amount and how that was configured. Zabrocki explained that the board will not need to take any action tonight as everything has already been approved. Kolterman confirmed to Siebken that the cities will not need to be presented with the wages again as they have already been approved.

Kolterman confirmed the position is closed, hopeful the individual will accept.

No action needed, waiting for candidate to accept position at the \$65,000 starting wage.

### **Communications and Facility Planning**

**A. Update on Zuercher System.** – Nancy gave update requirement state with EMD (Emergency Medical Dispatch), working with Saline County and York regarding this. Have until year 2023 to decide. Zabrocki suggested the new Director work on this, reminder there will be a cost included with this.

Milford Police Department will be joining Zuercher soon.

### **Director's Report**

Nancy everyone is working well together, new dispatcher is doing well. NCIC training has gone well. Kolterman asked to share the boards appreciation to all the staff.

**A. Summary of Monthly Performance.** – No discussion

**B. Staff Vacation and Comp Time.** – No discussion.

### **User Board Report**

Dereemer reported that the Mutual Aid is next Wednesday, nothing to report until then. Siebken asked for update on Schaefer's coming out to look at repeaters, Schafer's will be coming out on Friday.

### **General Discussion/New Business – and – Set Date and Agenda for next Meeting**

Leila at York County asking for call volume. Chelsea offered to help get the numbers for York.

No further discussion. No action taken.

Next meeting date is February 24<sup>th</sup> at 7:00 PM. The meeting will be held at the Seward Municipal Building in Seward, NE. Regular agenda items apply.

Vance updated the board regarding backfilling a dispatcher position using Federal Funds. This cannot be done due to the fact they are not under the Sheriff's Office and do not have their own Federal Forfeiture account.

Nancy reported that Windstream came in and NAWAS as Seward was not able to use that phone relating to tornado sightings. This has been an issue since they moved in and is finally fixed!

### **Adjournment**

Siebken made a motion for adjournment at 7:23 pm which was second by Vance and carried unanimously by all members present.

Submitted by: \_\_\_\_\_ Chelsea M. Smith, Board Secretary