

Seward County Communications Board

January 26, 2023, 7:00 PM

Seward Municipal Building, 142 N 7th St., Seward, NE 68434

The Seward County Communications Board held a regular meeting on January 26, 2023, at 7:00 PM at the Seward Municipal Building, 142 N 7th 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 MEETING LAW

A quorum was achieved at 7:02 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 members present. The following Communications Board members were present: Curtis Deremer, John Culver, Darrel Zabrocki, Brian Peters, Mike Vance, Forrest Siebken, John P. Singleton, and Jessica Kolterman. Absent: none

Also, in attendance was: Spencer Conradt, 911 Director and Chelsea Smith, Board Secretary.

APPROVAL OF MINUTES

No Discussion. Singleton made a motion to approve the minutes from the October 27, 2022, meeting. Culver seconded the motion; voting aye: Singleton, Culver, Siebken, Vance, Peters, Zabrocki, Deremer, Kolterman; nay: none; absent: none; motion carried.

ACT ON BILLS; BUDGET REPORT

Conradt reported currently under pace for budget, overtime is up due to short staffing and 1 dispatcher out on medical leave. Conradt is continuing to maintain the minimum staffing of 2 dispatchers on duty.

Conradt reported three months' worth of claims. Currently 9% under budget. OT/holiday line item is at budgeted amount due to a lot of staff out of leave/sick creating OT.

Dispatcher in training will be on own next week. Only two holidays left for the rest of the year. Reached out to HR for OT and Holiday explanation and breakdown to help with upcoming budget.

No other discussion, Zabrocki made a motion to approve the bills. Siebken seconded the motion; voting aye: Zabrocki, Siebken, Kolterman, Singleton, Vance, Peters, Culver and Deremer; nay: none; absent: None; motion carried.

Discuss/Action – Election of Seward County Communications Board Officers

Singleton made a motion for Culver to take Chair position. Kolterman seconded this motion. Zabrocki made a motion to close nominations. Kolterman seconded the motion; voting aye: Singleton, Kolterman, Siebken, Vance, Peters, Zabrocki, Culver and Deremer; nay: none; absent: None; motion carried.

At this time, Culver stepped in as Chair and continued the meeting.

Culver motioned to open the nomination process for Vice Chair. Singleton nominated Kolterman. Deremer seconded this motion. Vance made motion to close nominations. Deremer seconded the motion; voting aye: Siebken, Deremer, Singleton, Vance, Peters, Zabrocki, Culver, and Kolterman; nay: none; absent: none; motion carried.

Discuss/Action – Appointment of Committee for Communications Director Annual Review

Kolterman explained the process and the requirements for who needs to make up the committee. Vance nominated Peters to represent law enforcement, Zabrocki volunteered to represent county, and Kolterman volunteered to represent city. The committee will meet to go over the annual review and have the review done for the next meeting.

Discussion regarding starting the FY24 budget process for 911.

Communications and Facility Planning

- A. Update on Zuercher System.** – Zuercher stakeholder meeting yesterday, Butler County is waiting to go live. New build will need to be done for 911. There has not been a lot of forward progression from Butler County. Amended interlocal for Milford to join has been signed by all entities. Onboarding is progressing for Milford to go live. Siebken confirmed they can live very soon. Discussion regarding replacement of some equipment. SoarinGroup is getting a list of items that may need to be replaced in the future. The stakeholder group will work together to split the costs. Discussion continued regarding issues relating to Butler County and participation.

Director's Report

- A. Monthly Performance** - One open position, has been some difficulty filling this position and finding a qualified candidate. Two potential applicants, dispatch center is in a much better place compared to last year Conradt is taking time finding the right fit. The new hire finishes training and will be on her own. She went through a five (5) month training program.
- B. Staff Vacation and Comp Time**- Discussion held above.

Other updates given by Conradt: Looking to purchase wireless push to talk from Plantronics currently working on getting quotes.

First Wireless radio tower in Beaver Crossing inspection revealed that the tower shuts off the cabinet is rusted out and the radio equipment is not being protected appropriately. A quote was given to Conradt to fix this issue, approximately \$13,500.

Conradt purchased new monitor mounts adding two new monitors to each station. Soarin will come to assist in the installation. This will update each station to seven (7) monitors to each station. EMD training update, about half the staff has been trained already. Second half is about halfway done with training. Seward, York, and Saline EMD guide card committee has been finished and will be provided to the Medical Director for approval.

SE Region now using Lumin Technologies and is being onboarded for the 911 equipment, upfront cost will be taken out of 911 wireless funds. NextGen 911 86% can be paid out of 911 Wireless Fund. Set aside funds will need to be spent within the next three (3) years \$235,000 in the current wireless funds.

Attended mutual aid meeting and demo from I Am Responding, several Departments are already using. The use of this software is up to Fire Chiefs.

User Board Report

Dereemer had a similar report as Conradt and explained the process of I Am Responding. Singleton also shared information on another system Seward Fire is using. Culver asked for update on the repeater/static issue previously discussed before. Conradt reported that after having First Wireless out there have been no complaints.

New Business and Set Date and Agenda for next Meeting

FY24 budget discussion. Culver was able to give update on what Seward County is potentially planning to do.

Next Meeting date is Thursday, April 13, 2023, at 7:00 PM. The meeting will be held at the Seward Municipal Building in Seward, NE. Regular agenda items apply.

Adjournment

Siebken made a motion for adjournment at 7:45 pm which was seconded by Singleton and carried unanimously by all members present.

Submitted by: _____ Spencer Conradt, Communications Director