

**Seward County Communications Board**  
**July 16, 2020 7:00 PM**  
**Milford City Hall 402 1<sup>st</sup> St., Milford, NE 68405**

The Seward County Communications Board held a regular meeting on Thursday, July 16, 2020 at the Milford City Hall at 402 1<sup>st</sup> St., Milford, NE 68405. 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.

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

A quorum was achieved at 7:30 pm and at that time Vice Chm. John Culver called the meeting to order and asked all present to rise for the recitation of the Pledge of Allegiance and announced that a copy of the Open Meetings Law is posted on the west wall of this building for everyone's reference.

**ROLL CALL** Vice Chm. Culver asked for roll call of members present. The following Communications Board members were present: John Culver, Brian Peters, Mike Vance, Curtis Deremer, Forrest Siebken and Mike Mundhenke. Members absent: Jessica Kolterman and John P. Singleton.

Also in attendance were: Communications Director Barb Liska, Board Secretary Elaine S. Fortik and two guests in the audience.

**APPROVAL OF MINUTES** Forrest Siebken made a motion to approve the minutes of the June 11, 2020 meeting. Brian Peters second the motion; voting aye: Siebken, Peters, Deremer, Vance, Mundhenke and Culver; nay: none; absent: Kolterman and Singleton; the motion carried.

**ACT ON BILLS** Director Liska provided board members with a listing of bills available for review, noting that the second half of the bills have not yet been processed and the final numbers will be available after the Tuesday meeting of the commissioners. Mike Vance made a motion to approve the bills. Curtis Deremer second the motion; voting aye: Vance, Deremer, Mundhenke, Siebken, Peters and Culver; nay: none; absent: Kolterman and Singleton; the motion carried.

**BUDGET REPORT** Director Liska reported that she presented the proposed budget to the Seward County Commissioners. She presented it to the City of Seward, NE and the council approved it. Siebken reported that he presented the budget to the City of Milford, NE and it was approved. Culver reported the commissioners will go through their process.

**DISCUSSION/RECOMMENDATION OF NEW COMMUNICATIONS DIRECTOR** Communications Board members were provided with copies of all applications for their study. Culver reported on the work of the interview committee. Siebken reported that applicant Andrew Matny is the committee's recommendation. Other applicants to be considered are: Anna Thomas, Troy Pickrell and John Scherman. Considerable study and discussion ensued

including: qualifications, certifications, job experience, financial experience, other work experience, salary of director and deputy director, law enforcement use of the E911 system, and probation time after being hired. Culver reported that the interview committee checked and verified applicant information provided.

Brian Peters made a motion to offer the job to Andrew Matny. Forrest Siebken second the motion; voting aye: Peters, Siebken, Mundhenke, Vance, Deremer and Culver; nay: none; absent: Kolterman and Singleton; the motion carried.

Forrest Siebken made a motion to offer Matny a starting salary of \$50,000.00 a year with work performance evaluations after 6 months and 12 months of employment and a \$2500.00 increase in pay upon good performance. Mike Vance second the motion; voting aye: Siebken, Vance, Deremer, Peters, Mundhenke and Culver; nay: none; absent: Kolterman and Singleton; the motion carried.

It is noted that this board will do the evaluation. Siebken said the employee can have a public or executive session evaluation and all E911 users will have input. It was verified for Director Liska that she will have the information necessary to run additional criminal histories if Matny does not accept the job. This will be done according to applicable regulations.

In view of the recent resignation of the deputy director, Culver and Siebken expressed their hope that Pickrell will apply for that position with Culver noting that Pickrell is a good IT person and has proven his loyalty and wish to stay with the Center. He could receive training in the administrative/financial side of the E911 Center. Culver said he would inform Brea Ehman, Human Resources Director, to begin the process of hiring the new person.

## COMMUNICATIONS AND FACILITY PLANNING

### A. Update on Zuercher System

Dispatcher Pickrell is working on training folks on this new system. Culver noted that he is working with more offices and other counties than just Seward. Liska also noted that Pickrell is frustrated that it is taking so long to get up and running. Deremer reported that York County is saying they will be on line on December 1<sup>st</sup>. Director Liska and Sheriff Vance gave reports on some recent calls. Liska noted that Zuercher reads information differently than the current system and that she requires dispatchers to run NCIC as well as Zuercher. Some states run things differently than Nebraska. Vance added that the TLO system gives more information than NCIC.

### B. Dispatcher Performance

This agenda item was requested by board member John P. Singleton who is not present at this meeting for discussion.

### C. Approval of NRIN dish on Erickson Tower

Director Liska reported that this request comes from NEMA. They currently have a dish on the tower at the Justice Center and they would like to have one on the Erickson Tower. There would be no cost to E911. Deremer asked if the tower can physically support it. Siebken asked that more information be gathered.

## DIRECTOR'S REPORT

Director Liska reported on her attendance at a TIMMS meeting where there was study of responding to an accident during dusty weather. Following that, she attended an LEPC meeting.

Liska reported on paging for the Utica area. There is now a temporary repeater located east of Thayer. A new tower in York County will be constructed. Deremer reported that it is to be completed September 1<sup>st</sup>.

Director Liska reported that Deputy Director Rexus has resigned his position and it is being advertised. That may create an opening for a new dispatcher.

Culver reported that a new emergency plan is in place and the recommended training will start within a year.

Culver then acknowledged Director Liska for all her work and generously thanked her for all her service through the years. Liska said she has enjoyed the work and the progress during that time. Culver distributed flyers advertising a Retirement Reception for Director Liska on July 31, 2020.

Secretary Fortik then addressed the Board members and announced her resignation from her position, noting that she had decided to retire from the position at the same time as Director Liska does. She thanked the board for the opportunity to be a part of such important work and for the opportunity the work offered to meet so many people. She said she will finish with the minutes for this meeting.

USER BOARD REPORT Deremer reported that Mutual Aid still has not had a meeting. He has been working on the Thayer tower and noted that his own reception is bad right now and at the next Mutual Aid meeting he would like to have a patch-in practice to the deputies.

## GENERAL DISCUSSION-and-SET DATE AND AGENDA FOR NEXT MEETING

Director Liska advised the board that they will need to find a company that works on fire sirens as Schmader Electric has stopped doing that.

Siebken asked about the operation of the E911 Center if no one is in place when Liska leaves. Culver asked Vance if he could help out in that capacity. Vance agreed to help and suggested Pickrell could work on the claims with some help now from Director Liska. Culver agreed and asked Liska to start to train Pickrell on the bookwork side of the E911 Center.

Next Communications Board meeting will be on August 20, 2020 at the Municipal Building in Seward, NE. Regular agenda items apply; replacement of Director will be dropped; and A, B, & C under Communications and Facility Planning will remain.

ADJOURNMENT Mike Vance made a motion for adjournment at 8:57 pm which was second by Curtis Deremer and carried unanimously with two absent.

Submitted by: \_\_\_\_\_ Elaine S. Fortik, Board Secretary