

**Dakota Communications Center (DCC)
Board of Directors
Minutes of Meeting: 10/12/2017**

Members Present: Eagan – Gary Hansen; Hastings – Joe Balsanek; Mendota Heights – Ultan Duggan; Rosemount – Jeff Weisensel; South St. Paul – Lori Hansen

Members Absent: Apple Valley – John Bergman; Burnsville – Bill Coughlin; Dakota County – MaryLiz Holberg; Farmington – Jason Bartholomay; Inver Grove Heights – George Tourville; Lakeville – Colleen LaBeau; West St. Paul – Dick Vitelli

Alternates Present:

Others Present: DCC – Tom Folie, Cheryl Pritzlaff, Jen Hildebrandt; Executive Committee Chair – Justin Miller

1. Call the Meeting to Order:

There being no quorum the meeting was not called to order. Vice-Chair Jeff Weisensel asked the Executive Director to provide an update.

2. Executive Director Report

Discussion:

Staffing/Hiring – Folie (DCC) reported that the authorized staffing level of 52 was down to 48. Folie noted that there was a recent retirement and a recent unexpected resignation in addition to some new hires not making it through training. Folie commented that staff was in the middle of a hiring process and the candidate pool was fantastic so he was very hopeful that the end result would go a long way as training progressed and they were able to contribute to coverage. Balsanek (Hastings) asked if the concern was burnout and if there were exit interviews. Folie assured that Jen Hildebrandt did exit interviews. Hildebrandt (DCC) noted that two of the departures in 2017 were retirements. Hildebrandt added that the recent unexpected resignation was very disappointing but unavoidable as the employee stated an opportunity presented itself that they couldn't pass up. Hildebrandt closed stating that the other six were within the first two years of employment (four of which still in training) and they simply decided they either couldn't do the job or it didn't work with their personal lives. Folie (DCC) stated that dispatch centers typically have high turnover but the DCC was at the lower end of that scale. Pritzlaff (DCC) added that in the 7-County metro area there were numerous reports of high turnover including one that cited hiring 28 employees the previous year and losing 29. Hansen (Eagan) reminded the group that of the departures over the years, a number of them returned to the DCC, which was a good thing. Balsanek (Hastings) agreed stating that it seemed as though staff was working diligently towards full staffing. Folie (DCC) acknowledged and informed members that had there been a quorum, the group would have been considering a modification of the current overcomp policy to help address some staffing concerns. Folie noted that would have to be bumped to the December meeting.

Motorola/VHF Paging Quote – Folie (DCC) reported that the DCC had received the Motorola VHF Paging Quote. Folie reminded members that the VHF paging was used for the Fire members of the consortium and that the original quote budgeted for was \$980,000. Folie noted that the new price was quoted at approximately \$550,000 and if signed by the end of the year,

Motorola would take an additional \$45,000 off of that. Folie assured that the actual work and payment would not take place until 2018 as budgeted for and that it seemed worthwhile to sign prior to the end of the year to take advantage of the additional reduction. Folie explained that the reduction was due to Motorola having lost a sales person and attempting to generate more business. Weisensel (Rosemount) suggested staff use that information to continue to push for an even greater reduction. Weisensel then asked if the cost seemed appropriate. Folie (DCC) noted that while he was not a radio systems expert, the consultant and other radio personnel felt this was appropriate. Folie reminded that this was the cost for a total overhaul of the VHF paging system and it should carry operations through the next ten years or more.

Dispatch floor layout – Folie (DCC) noted that the DCC dispatch floor workstations were slated for replacement in 2018. Folie described how the furniture was at its end of life and how some of the replacement pieces weren't even being serviced any longer. Folie assured that the replacement effort was allowed for in the adopted 2018 CIP and that staff was considering feedback from the Law Enforcement sit-alongs a while back in an effort to evaluate and improve the layout of the room. Folie announced that Dakota County Facilities had agreed that the building fund that the DCC was paying into each month could be used to help offset some of the costs of a layout modification including electrical/other.


Redundant Fiber – Folie (DCC) confirmed that as of October 18th, the redundant fiber effort should finally be wrapped up with a big change at the State. Folie noted this would allow the DCC a completely redundant fiber path to the State. Folie commented this effort had been a long-time coming as he believed it was the first project he started working on when he was hired in October, 2016.

Super Bowl – Folie (DCC) reported that while the DCC hadn't received much information on the upcoming Super Bowl, it is believed the Eagan practice facility may be housing some of the events. Folie noted that DCC staff had been told they cannot take any time off during that 10 day period leading up to and during the Super Bowl. Folie added that some feedback at a recent meeting led staff to believe Dakota County may be more significantly impacted than originally believed.

December Meeting Date – Folie (DCC) noted that the December meeting was scheduled for the 21st and asked if the group would prefer an earlier meeting date in the month. Consensus was yes that the 14th might be the best option.

Action: No action.

**Next Meeting:
December 14th, 2017
8:00 am
Location: DCC**


Board Chair George Tourville


Executive Director, Tom Folie

12/14/2017
Date

12/14/2017
Date