

**Dakota Communications Center
Board of Directors
Special Meeting Minutes: September 17th, 2020**

Members Present: John Bergman – Apple Valley; Mike Slavik – Dakota County; Gary Hansen – Eagan; Joshua Hoyt – Farmington; Joe Balsanek – Hastings; George Tourville – Inver Grove Heights; Michelle Volk – Lakeville; Ultan Duggan – Mendota Heights; Jeff Weisensel – Rosemount; Lori Hansen – South St. Paul

Members Absent: Cara Schulz – Burnsville; Dick Vitelli – West St. Paul

Alternates Present:

Others Present: Logan Martin – Executive Committee Chair; Tom Folie, Cheryl Pritzlaff, Jen Hildebrandt – DCC; Matt Smith – Dakota County

1. Call to Order

Recognizing a quorum, Chair Tourville (Inver Grove Heights) called the meeting to order at 8:00am.

2. Pledge of Allegiance

3. Roll Call

X	Apple Valley	John Bergman		Clint Hooppaw
	Burnsville	Cara Schulz		Dan Gustafson
X	Dakota County	Mike Slavik		MaryLiz Holberg
X	Eagan	Gary Hansen		Cyndee Fields
X	Farmington	Joshua Hoyt		Todd Larson
	Hastings	Joe Balsanek		Mary Fasbender
X	Inver Grove Heights	George Tourville		Kara Perry
X	Lakeville	Michelle Volk		Brian Wheeler
X	Mendota Heights	Ultan Duggan		Liz Petschel
X	Rosemount	Jeff Weisensel		NA
X	South St. Paul	Lori Hansen		Tom Seaberg
	West St. Paul	Dick Vitelli		Anthony Fernandez

Members and staff in attendance are noted above.

4. Approve Agenda

Discussion:

Aye	Apple Valley	John Bergman		Clint Hooppaw
	Burnsville	Cara Schulz		Dan Gustafson
Aye	Dakota County	Mike Slavik		MaryLiz Holberg

Aye	Eagan	Gary Hansen	Cyndee Fields
Aye	Farmington	Joshua Hoyt	Todd Larson
	Hastings	Joe Balsanek	Mary Fasbender
Aye	Inver Grove Heights	George Tourville	Kara Perry
Aye	Lakeville	Michelle Volk	Brian Wheeler
Aye	Mendota Heights	Ultan Duggan	Liz Petschel
Aye	Rosemount	Jeff Weisensel	NA
Aye	South St. Paul	Lori Hansen	Tom Seaberg
	West St. Paul	Dick Vitelli	Anthony Fernandez

Action: Motion by Bergman (Apple Valley) to approve the agenda as presented. Second by Hoyt (Farmington). Motion passed unanimously.

CONSENT AGENDA

5. Consent Agenda – Board of Directors Chair

- a. Approve minutes from the August 20th, 2020 regular meeting
- b. Adopt and Ratify Paid Claims
- c. Receive and Approve July 2020 Unaudited Financial Report

Discussion:

Weisensel (Rosemount) noted that in the past each member voted as one vote. Weisensel questions the percentage vote listed in the August 20th, 2020 meeting minutes. Folie (DCC) clarified that any topic related to finance is by weighted voting based on member funding percentage for that year.

Action: Motion by Balsanek (Hastings) to approve the consent agenda. Second by Duggan (Mendota Heights). Motion passed unanimously.

REGULAR AGENDA

Action Items

6. DCC Funding Taskforce Update

Discussion:

Weisensel (Rosemount) reminded that the group approved a draft proposal at the August 20th special meeting. Weisensel added that the proposal was to be brought to the County Board for consideration. Weisensel updated that since that time, the County Board had received and discussed the proposal in a work session and a recap of the discussion was provided to the Executive Committee at their September meeting. Weisensel noted that Executive Committee members were to have reported the discussions back to their member Councils to ensure there was continued support for the direction the discussions were headed.

Slavik (Dakota County) reiterated that the County Board of Commissioners received and discussed the preliminary proposal which included County covering 50% - 100% of DCC fixed costs. Slavik noted that there was general support of the proposed "fixed

costs” approach as it didn’t matter if a member agency had 1 call or 1,000,000 calls, the fixed costs didn’t change and members should not be burdened for that usage. Slavik added that there was not much opposition to consideration of County assuming 100% of DCC fixed costs. Slavik noted, however, that there was some discussion on the phase-in of the assumption.

Slavik reported that while it was not in the proposal, the Board of Commissioners did express continued opposition to Dakota County overall takeover of DCC governance. Slavik clarified that the expectation of the Board of Commissioners was that if they agree to taking on the fixed costs, it would not be looked at as a “step” toward DCC governance takeover down the road. Slavik reiterated that the County Board was not supportive of an eventual takeover. Slavik noted that the Board direction was to have the DCC task-force formalize the final proposal and bring it back to them for consideration.

Tourville (Inver Grove Heights) thanked Slavik for the report and commented that he thought member cities understood that the County Board of Commissioners were not in support of 100% takeover of DCC operations.

Martin (Executive Committee Chair) noted that the Executive Committee had a good conversation about the County report at their September meeting. Martin acknowledged that the task force now needed to fine tune the proposal. Martin asked if the Board was comfortable with allowing the task force to proceed with that effort directly, or if the Board felt it necessary for the proposal to be brought back to them prior to presentation to the Board of Commissioners.

Folie (DCC) added that a smaller sub-committee of the original Funding Task Force was probably a good idea and that there were other “details” that would also need to be discussed. Folie clarified that there was a Building Fund that had accumulated over the years and that would need to be discussed. Weisensel (Rosemount) agreed with the suggestion of a smaller sub-committee working on the details, preparing a final proposal and getting it done.

Tourville (Inver Grove Heights) noted that the next Board meeting was scheduled for November and if the sub-committee could get it done before then, that would be great.

Slavik (Dakota County) also agreed with the sub-committee approach and allowing that group to hammer through the details sooner than later. Slavik noted that the County understanding was that this fixed costs approach would probably be set to begin in 2022. Slavik added that he was also considering some other one-time reduction ideas that might help to get member fees down as soon as 2021. Slavik acknowledged that those ideas were being met with “luke-warm” response. Slavik closed stating that the hope was that members wouldn’t be paying more than what they are budgeted for in 2021, and going forward, they would be able to see much lower costs.

Hansen (SSP) informed members that South St. Paul had discussed the topic and was very happy with the preliminary findings related to Dakota County taking on the fixed costs. Hansen noted that it would help South St. Paul greatly and was much appreciated.

Weisensel (Rosemount) suggested that the sub-committee be made up of the following members:

Weisensel – Rosemount Director
Slavik – Dakota County Director
Logan Martin – Executive Committee Chair
Justin Miller – Lakeville Administrator
Matt Smith – Dakota County Manager
Tom Folie – DCC Executive Director

Tourville (Inver Grove Heights) recapped that this sub-committee would work through the details and bring the final proposal back to the Dakota County Board of Commissioners for consideration. Tourville opened the floor to any opposition. Hearing none, Tourville noted that the sub-committee should proceed accordingly.

Weisensel (Rosemount) noted that the Board of Directors could expect a report from the sub-committee in October. Weisensel added that a presentation should be formalized for presentation to the County once the time came.

Tourville noted that by direction, the sub-committee should proceed with their efforts and report back to the Board.

Action: No action.

7. Executive Director Report

Discussion:

Cares Act Funding – Folie (DCC) reminded members that the DCC grant request from FEMA for reimbursement of roughly \$100,000 in OT and miscellaneous expenses incurred as the result of COVID was not looking good. Folie noted that while the DCC had not received official word, the request was likely to be denied. Folie noted that when this was reported at the Executive Committee, one of the managers/administrators noted that their city auditor believed that 100% of salaries, OT and benefits could be recoverable through CARES ACT funds. Folie noted that if that is the case, the recoverable amount would be much larger than what was submitted to FEMA. Folie added that staff was working to collect the information to be shared with members so each could then claim their percentage against the DCC funds. Folie clarified that it would simply be members reimbursing themselves and each member would have to run it past their auditors and legal counsel. Smith (Executive Committee) noted that he appreciated the effort and felt it would be helpful to all. Folie (DCC) noted

that it seemed more appropriate to submit under the CARES ACT. Folie added that the request to FEMA would have to be dropped. Folie reiterated that once the salary/benefits information was completed, it would be shared with member agencies for consideration. Tourville (Inver Grove Heights) commented that it seemed as though the CARES ACT was a much better way to go than FEMA.

Video Data Wall – Folie (DCC) acknowledged that this topic had been on the agenda for a long time and was slow-moving. Folie noted that a construction company had now been identified with a significantly lower bid than anticipated. Folie noted that once that work was nearly completed, the DCC would request a final quote from Z-Systems. Folie exclaimed that the desire was to have this project completed by the end of the year.

Staffing – Folie (DCC) noted that an effort was underway to fill four dispatch positions. Folie noted that the acceptance period closed two days prior and the DCC had received over 60 applications. Folie noted that if all went well, the hope was to have these new staff members on board in November or December, fully trained in time for summer, 2021. Slavik (Dakota County) asked how the response compared to previous hiring processes. Hildebrandt (DCC) noted that response to this effort was more than double the past couple processes and that she was interested to review the data to help determine how much of that was attributable to the Twitter posting.

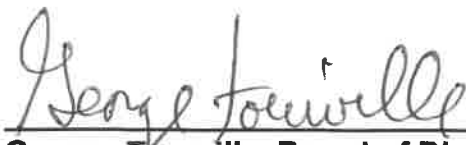
Next Regular Meeting is November 12th.

Action: No action. Update only.

ADJOURN

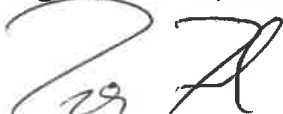
Action: Motion by Duggan (Mendota Heights) to adjourn. Second by Slavik (Dakota County). Motion passed. Meeting adjourned at 8:29am.

**Next Regular Meeting:
November 12th, 2020
8:00am
Tentatively Planned as a Remote Meeting**



George Tourville, Board of Directors Chair

11/12/2020



Tom Folie, Executive Director

11/12/2020
11/12/2020