

911 AUTHORITY BOARD MINUTES

Thursday, February 23, 2006, 1:00 p.m.

Third Floor Conference Room

Administrative Building

Present: Ron Retzloff Cal Callison Pat Carr Roger Caris Bill Barnwell Steve Rains
Bruce Schnepf Phyllis Shilling

Absent: George Bosanic

Others Present: Chris Hyzer Tammy
Mortensen Janice Throop
John Berchtold

The meeting was called to order by Chairman Retzloff at 1:05 p.m.

Roll call was taken; a quorum was present.

Public comments were offered. None were given.

Motioned by Pat Carr with support from Roger Caris to approve the agenda with the Chairman's addition under New Business 1. Director Review 2. MCCDA Review. Motion approved.

Discussion occurred on the form to be used to evaluate the Director. Steve Rains advised he supported soliciting feedback from groups. Bruce Schnepf advised he is in the progress of talking with officers regarding where improvements are needed as he has some concerns. Roger Caris stated the major focus is to ensure we are using our best resources. Before we were at the cutting edge and the top of our game. This is not true anymore and we need to make sure we do what needs to be done even if it is hard. Ron Retzloff inquired if the members wanted the Director to bring back a report for the board. Roger Caris advised that he hopes that the Director will come back with information but that each of the members should do their own fact finding. Phyllis Shilling asked the Director if the Director was doing everything she should be. Carol Swainston answered affirmative. Further discussion occurred regarding how the evaluations should be delivered. Cal Callison advised that we need to break down to the Township Supervisors and all agencies then we can condense them down into telling us what is wrong. Ron Retzloff stated he felt we would probably only hear from someone with a problem. Carol Swainston asked to hear about any specific complaints the board might have. Ron Retzloff advised that we would not discuss them at this meeting. Pat Carr stated that we might benefit from entering closed session. John Berchtold advised the board they could only enter closed session by having a request in writing. Carol Swainston submitted a request in writing to enter closed session to discuss any personal issues with her. Roger Caris advised that the Personnel Committee was not large enough to address all of the problems. Ron Retzloff advised today's charge was to establish a procedure to evaluate the Director. He further advised he

received a written request to enter closed session to discuss any personal issues with the Director. Steve Rains advised that they cannot be specific at this time. The TAC board has representatives from all areas served and they could be the collectors of the information. Cal Callison inquired whether the personnel committee could meet and address everything, if there was enough time allowed per the requirements of posting a notice of a meeting. Ron Retzloff advised you only needed to post 16 hours in advance. Phyllis Shilling advised that she could contact all of the townships, but she is not aware of the whole spectrum of what's going on.

The board agreed that the Personnel Committee would meet at 11:00 a.m. on March 2nd.

Ron Retzloff advised the items to be addressed by a system review were

- 1 How is the integration of Greenville into the system going? A complete 360 review.
- 2 How are our human resources being utilized to their best?
- 3 How is the budget being managed and resources best utilized?
- 4 How are relationships with outside units? State Police, Sheriff, Local Law enforcement, etc.
- 5 How is customer (citizen) satisfaction?
- 6 Describe short term and long term goals?
- 7 Address any specific concerns of the board.

Roger Caris advised that Carol Swainston should do a report from her perspective. Ron Retzloff inquired if there was anything else. No response was given. Ron Retzloff advised the members that they were clear on their direction.

Public comments were offered. None given.

Motion by Caris, seconded by Rains to adjourn the meeting at 1:37 p.m.

Respectfully submitted,

Ron Retzloff
Chairman