

**EMERGENCY COMMUNICATIONS OF SOUTHERN OREGON
INTERGOVERNMENTAL COUNCIL
MEETING MINUTES**

**January 9 2013, 3:30 p.m.
ECSO – 400 Pech Road, Central Point, OR**

AGENCY REPRESENTATIVES

Jackson County	Mike Winters	Fire District #3	Dan Petersen
City of Ashland	Terry Holderness	Ashland Fire	<i>absent</i>
City of Butte Falls	Jana Goodman	Fire District #4	<i>absent</i>
City of Central Point	Kris Allison / Bobbie Pomeroy	Fire District #5	<i>absent</i>
City of Eagle Point	Vern Thompson	Evans Valley FD #6	Larry Tuttle
City of Jacksonville	Jim Lewis	Applegate FD #9	Brett Fillis
City of Medford	Randy Sparacino	Greensprings FD	<i>absent</i>
City of Phoenix	<i>absent</i>	Lake Creek RFPD	Tony Paxton
City of Rogue River	<i>absent</i>	Medford RFPD	Gordon Sletmoe
City of Talent	<i>absent</i>	Prospect RFPD	<i>absent</i>
S. Oregon University	<i>absent</i>	Rogue River RFPD	<i>absent</i>

Others Present

Legal Counsel: Martial Henault
ECSO Staff: Margie Moulin, Jody Hathaway, Johnna Hamilton, Corey Nelson
Sarah Leonard, Craig Williams, Joe Crawford, Chad Pliier, Jeff McCamish

Chair: Randy Sparacino **Call to Order:** 3:32 p.m. Roll call taken, quorum confirmed

VERN THOMPSON MOVED TO APPROVE THE MINUTES OF THE OCTOBER 10, 2012 IGC MEETING. THE MOTION PASSED UNANIMOUSLY.

FINANCIAL REPORT

Jody Hathaway reviewed the financial packets for November and December 2012.

TERRY HOLDERNESS MOVED TO APPROVE THE NOVEMBER AND DECEMBER 2012 FINANCIAL PACKETS. THE MOTION PASSED UNANIMOUSLY. TOTAL EXPENDITURES OF APPROVED FINANCIAL PACKETS: \$1,052,000.17

DIRECTOR'S REPORT

- Staffing: One supervisor and one dispatcher have resigned from ECSO. Once a dispatcher is promoted to the supervisor slot, ECSO will have two open dispatcher slots. Management has interviewed two potential lateral new hires from other 911 agencies.
- Many legislative issues coming up; Margie Moulin will continue to monitor and summarize in future director reports.

NEW BUSINESS

Union Negotiations

- (Martial Henault) There have been 2 sessions, mainly for laying ground rules. Next session will be the last session for proposals. Should have a better outline to report by next IGC meeting.

Special District

- Distributed breakdown of the cost per agency to move forward with a special district feasibility study (based on received proposal). ECSO will scan the proposal and email it out to council

members, to allow time to understand the deliverables in the proposal before discussion next meeting. >>**BUDGET AGENDA ITEM:** Discuss special district study proposal

Creating New Fund (Contingency)

- Goal this year to not touch contingency, to allow it to build. Rick Brewster (auditor) recommended moving money into equipment replacement fund, since it's not a new source of money; however consensus of the IGC is to create a separate fund for contingency money that would require formal action to move.

Budget Discussion

- Distributed and discussed ECSO User Rate proposals representing 3, 4 or 5% overall budget increases. Concerns expressed about the increased user fees based upon the overall budget increases of 3%, 4% or 5%. There was much discussion about using the County's revenue forecast as the basis for building a budget, i.e. if the County's forecast is a 2% revenue increase, staff should use the 2% as the overall budget increase and present a budget within those means. (County forecast is not yet available)
- After consulting the IGA, it was clarified that the budget must be adopted prior to the beginning of the fiscal year.

DAN PETERSEN MOVED THAT ECSO SHALL:

- A) ATTEMPT TO MIRROR WHAT THE COUNTY PROJECTIONS WILL BE FOR REVENUE AS THE BASE FOR THE ECSO BUDGET**
- B) PROVIDE THE INTERGOVERNMENTAL COUNCIL WITH FIGURES FOR USER AGENCY COSTS OF A 1.0%, 1.5%, 2.0%, OR 2.5% BUDGET**
- C) INITIATE PREPARATION OF 1.5% BUDGET, WITH THE INTENT OF LOOKING AT REVENUE BASE AGAIN CLOSER TO APRIL WHEN COUNTY-WIDE REVENUE NUMBERS ARE AVAILABLE**

THE MOTION PASSED BY ROLL CALL UNANIMOUSLY.

Director's Contract

The IGC entered executive session under ORS 192.660(2)(f) to discuss written legal advice from counsel at 4:21 pm and returned to regular session at 4:51.

CHAIR RANDY SPARACINO MOVED TO RECOMMEND THE ECSO DIRECTOR'S CONTRACT TO THE CEO BOARD. THE MOTION PASSED UNANIMOUSLY.

OTHER BUSINESS

Margie Moulin advised that ECSO will be redoing outdated Memorandum of Understanding with some user agencies to cover temporary taking of 911 calls in incidents of phone prefix isolation.

ADJOURNMENT

There being no other business or public comment, Chair moved to adjourn at 4:56 p.m. The next Intergovernmental Council meeting (Budget Presentation) will be held on February 13, 2013 at 3:30 p.m. in the ECC Room at 400 Pech Road, Central Point, OR unless otherwise notified.

Respectfully submitted,
Jeff McCamish - Recording Secretary

MOTIONS

Motion to Approve October 10, 2012 Minutes	Passed
Motion to Approve November/December 2012 Financial Packets	Passed
Motion [regarding budget preparation, detailed above]	Passed
Motion to recommend ECSO Director's Contract to CEO Board	Passed