

**OFFICIAL PROCEEDINGS OF THE
RICE COUNTY RICE & STEELE 911 CENTER JOINT POWERS BOARD
Commissioner's Room / Government Services Building
Wednesday, December 6, 2023 at 4:00 PM**

I. Call to Order

- A. The meeting was called to order by Commissioner Galen Malecha.
Present: James Brady/Steele County; Galen Malecha/Rice County; Jim Purfeerst/Rice County; Brad Ness/City of Faribault; Dave Burbank/City of Owatonna; Dusty Dienst/Faribault Fire; Jesse Thomas/Rice County Sheriff; Tom Nelson/Northfield Fire; Scott Golberg/Steele County Administrator; Brian Becker/Rice & Steele Center Administrator; Nikki Hable/Rice & Steele 911 Center Office Manager.
- B. **Motion by James Brady , seconded by Brad Ness, Requesting Approval of Agenda**
RESULT: Approved, AYES: Jim Purfeerst, Galen Malecha, Brad Ness, James Brady, Dave Burbank, NAYS: None
- C. **Motion by Brad Ness, seconded by Jim Purfeerst, Requesting Approval of 11/01/2023 Minutes**
RESULT: Approved, AYES: Jim Purfeerst, Galen Malecha, Brad Ness, James Brady, Dave Burbank, NAYS: None

II. Finance-Brian Becker

- A. **Motion by Jim Purfeerst, seconded by Brad Ness, Approval of October 31, 2023 Financials**
RESULT: Approved, AYES: Jim Purfeerst, Galen Malecha, Brad Ness, James Brady, Dave Burbank, NAYS: None

III. Operations Committee-Jesse Thomas

- A. Thomas went over topics discussed at Operations Committee from November 15, 2023 meeting.

IV. Administration (Old Business) -Brian Becker

- A. Becker provided a staffing update to the Board. We had one full-time employee resign into a part-time position and there are two going through backgrounding. We have the Telecommunication position posted along with the additional Supervisor position.
1. John is one of our Supervisors that took a call a couple weeks ago from a woman standing on a bridge and John was able to talk her through coming off the edge of the bridge onto the sidewalk. He did a superb job of talking with her and calming her down before Steele County Deputies arrived.
- B. Becker went over CAD and Phone Date numbers for the month of October.
- C. Becker gave an update to the Board about the 911 Expansion. The State Senate Committee came down to Rice County last week. Sara Folsted presented to the Senate Committee and there was very good feedback from the Senate Committee. We will hear in January if we receive those grant funds from the State.
- D. Becker gave an update on the ARMER Radio Upgrade. All the equipment has arrived. ANCOM is waiting on the State to do the final work in our location and the tower sites. We are not expecting the project to be completed until January 2024.
- E. Becker discussed the transfer of the LOGIS License Fees for Police and Fire Mobiles from the 911 Center to each individual Agency that uses them. Commissioner Malecha said we should send a notice out to each Agency's Administrator to give them proper notice before the Joint Powers Board votes on transferring the license fees.

V. Administration (New Business) -Brian Becker

- A. Becker said it would be beneficial for the 911 Center to plan for the future and is not asking the Board for approval on these today, just bringing this up for discussion. We need to use the technology that is available today to work through some of the issues we are seeing, especially with short staffing and the current workload for the staff.
- 1. is something that Becker said he has been working on for several months, especially with Dakota 911. We talked about what we can do to reduce some of the phone calls that are coming into the 911 Center. Citizen Reporting is an app that you can download on your phone and the public can report nonemergency incidents to the 911 Center instead of calling the Center.
- 2. Becker said the 911 Center has many policies in place dictating how every nature code should be handled, but we have over 200 of those nature codes within the Center. Once we start having the CAD system take over some of those protocols, it will make it easier for Dispatch, especially for new Dispatchers. EMD Dispatching is also something that would be beneficial to the Center, as it would speed up care instructions to the caller instead of having to transfer the caller before they can get those instructions.
- 3. Becker said he is currently meeting with phone vendors as our current phone system was installed in 2019 and 2024 will be the five year mark, which makes it time that we should be looking at updating our phone system.

VI. **Adjournment**

Motion by Brad Ness, seconded by James Brady to adjourn the meeting.

RESULT: Approved, AYES: Jim Purfeerst, Galen Malecha, Brad Ness, James Brady, Dave Burbank,
NAYS: None