

EAST CENTRAL REGIONAL COMMUNICATIONS COUNCIL
City & County Government Center, 520 3rd Street
Room 300 (3rd floor)
Thursday, July 20, 2023
8:30 a.m.

AGENDA

Board members present: Larry Jensen (County Commission), Ryan Krogman (County Commission), Jacob Meshke (Assistant City Manager), and Samantha Beckman (Assistant to the City Manager).

Others present: Michael Drake (BPD), Stacy Steffensen (Commission Dept. Director), Drew Garry (BPD), and Dave Biteler (SO).

Members absent: Bob Hill (County Emergency Management/Zoning), Marty Stanwick (SO), Pete Bolzer (Fire Dept.), and Paul Briseno (City Manager)

Call to Order: The meeting was called to order by Krogman.

Approve Minutes: Drake / Jensen moved to approve the minutes of the May 2023 meeting. All present voted aye. Motion approved.

Non-Recurring Bills: Garry provided an overview of non-recurring bills. Drake/Jensen made a motion to approve the non-recurring bills. All present voted aye. Motion approved.

Quarterly numbers: Garry reviewed the quarterly numbers.

Old Business:

New Business:

Introduction: Meshke introduced Sam Beckman as the new Assistant to the City Manager. She will focus on Downtown redevelopment and take over some of Meshke's duties. Going forward Sam will be the other representative along with Chief Drake for the City as this will be Meshke's last meeting on the E911 board.

Update on the Annual State Audit: Garry stated the State audit was completed June 12, 2023, and we passed without any deficiencies.

Discussion on reallocating capital money designated for Simulator Dongle to Frontline:

Garry would like to reallocate the funds we had set aside for the simulator dongle as it is now web-based and to purchase Frontline. Frontline is for communication training officers and call auditing. This program is already approved for the 2024 budget, we would just opt into it early. Meshke asked how much was budgeted for the dongle and what is the cost to purchase Frontline. Garry stated \$1,400 was budgeted for the dongle and the prorated rate for Frontline would be around \$750 - \$800 for the remainder of the year. **Meshke/Jensen made the motion to approve the purchase of Frontline. All present voted aye. Motion approved.**

Member Reports:

Steffensen reached out to Ashley with the City Finance department on the budget. It states in the Joint Powers agreement to maintain \$30,000 in reserve. Today there is \$255,000 sitting in the reserve fund. Ashley stated the reserve fund can not be used to balance the budget. Steffensen stated there need to be discussions as to increasing the reserves. Meshke suggested the board to look at a reserve policy to identify what the money over the 30,000 should be used for.

Meshke/Jensen made the motion to adjourn. All present voted aye. Motion approved.

- Next meeting: Thursday, October 19, 2023, at 8:30 a.m.
- Regular quarterly meetings are held in January, April, July, and October on the third Thursday of the month. Budget discussion is held in May.

Submitted by Chris Larson