

Emergency Communications Community Advisory Board

October 24, 2024

Members present: Kevin McWhorter, David Thorne, Rev. Dr. Pamela Hughes Mason, Jennifer Chambers, Randy Reynard, Daniel Alderson, Hunter Hill, and Melissa Webb.

Also, present: Director Elora Forshee, Assistant County Manager Rusty Leeds, and Asst. County Counselor Kevin Stamper

The meeting was called to order with a quorum present by Director Elora Forshee.

August 15 – 2024 Minutes – Jennifer Chambers voiced a discrepancy with the previous meetings minutes regarding the “unanimous vote” of when the board would meet. Ms. Chambers wanted the record to reflect that she did not vote for meetings every other month, she voted for monthly meetings. The meetings were amended to reflect a “majority vote” rather than “unanimous vote.”

1. Discussion and Adoption of Bylaws – Director Forshee

- **Motion to Adopt Bylaws** – Unanimous vote from the Board. Once fully adopted they can be approved by the BOCC (Commission); and entered into the website.
- Clarification that the term of each Board Member started when sworn in by the Commission.

2. Election of Board Positions – Group Discussion

- **Chair Nominations** – David Thorne and Greg Kalkwarf were both nominated. The majority vote was for David Thorne to serve as Board Chair.
- **Vice Chair Nominations** – Greg Kalkwarf was nominated and was unanimously voted in to serve as the Board Vice Chair.

3. 2025 Budget Review –

Director Forshee reviewed the 2025 budget for Emergency Communications.

- There was a question regarding a decrease from 2024. Director Forshee wants to verify that she is accurate in what that change was and will report back to the board (it was a decrease from decision packages for a radio consultant, radio consoles at the backup site, and a radio grant that were in the 2024 budget).
- The approved decision packages (2025 budget enhancements) were reviewed –
 - Fire Station Alerting for SCFD and Derby FD Stations (WFD providing their own)
 - Additional positions for discipline-specific dispatching
 - Additional positions for the Employee Development Team
 - Funding for a fire call taking protocol system/software

- There was a discussion of current projects, including the installation of radio console positions at the backup site for redundancy of functionality.
 - Reference the additional positions in the 2025 budget, there are six positions being added to the staffing table, five of which are already filled as over-fill positions.
4. **911 Workforce Specialist** – Jackie Blackwell has been hired for this position, her previous role as a Sedgwick County Dispatch Supervisor. Her new roles will include, but not be limited to, recruitment, public education, and retention analysis and interventions.
5. **2024/2025 Board Goals** – Discussion was focused on what goals the Board wants to achieve over the next year and what public impacts can be created.
- **Suggestions:**
 - a. Finding a way to capture feedback from the public regarding their experience in calling 911. Different options for completing this, text messages, phone calls, etc. There are vendors that can provide this service and that is something that will be looked into to explore for budget requests.
 - b. There was discussion on getting feedback from 911 employees.
 - c. There was discussion on identifying recruitment or public education opportunities through diverse communities.
 - d. There was discussion on getting feedback from field personnel.
 - e. There was discussion regarding working with Sedgwick County Communications regarding public relations efforts.
 - **The Board agreed that no decisions were going to be made at that time but that each member would need to think through what they believe the goals should be to best serve the communities they represent.**
6. **Adjournment @ 5:50pm**