

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, met in Work Session on June 17, 2013, at 5:30 p.m., at 2090 Ferry Road, Bellbrook, Ohio 45305.**

1. Mr. Pittman called the meeting to order at 5:30 pm.
2. Mr. Hodson called the roll with Board Members Nadine Daugherty, Mike Pittman and Scott Bryant present. Others present were Mr. Tiffany, Township Administrator, Chief Brown, Chief Pavlak, Cara Tilford, Chris Zappanti, Sgt. Williams, Sgt. Deckard, Mike Wolf and Donna Hellman. Cara said Mr. Betz had a previous engagement this evening and needed to leave right after his appointment and asked the Board if it could be first on the agenda.
3. **Greene Central Dispatch Consolidation –**  
Mr. Tiffany handed out copies of the contract for consolidation with Greene Central. Mr. Bryant said he had been concerned the previous draft had left us with possible exposure and these latest changes should suffice to correct that. Mr. Tiffany said they will be remodeling and expanding their facility by adding additional consoles and seats to accommodate an additional dispatcher and a trainee. Chief Pavlak said was concerned about recording of calls. Mr. Tiffany said they will take care of that. Mr. Pittman said he would like everyone's opinion and asked Mr. Hodson to start.

Mr. Hodson said, with the current budget situation and levies upcoming, he didn't see how we could afford the cost of the MARCS radios and the cost of keeping up our own dispatch. He said the savings in money could help with the cost of new radios. Mr. Hodson said he didn't think we could afford not to consolidate without some increase in tax dollars and he didn't think that would happen. Mr. Bryant said it could be accomplished without a tax increase but that would require changes to our current operations. Mr. Hodson agreed but said the majority of our expenses are personnel. He said he didn't know much about the technical aspects of the consolidation and had no opinion there one way or the other but thought financially it was needed.

Mr. Zappanti said he had two areas of concern with the contract but that steps had already been taken to resolve them. He said he was still concerned that we might be on the hook for any capital projects they might decide to take on. Mr. Pittman said he is confident that the new safety board being created will be different and have some teeth. Mr. Bryant asked what is different. Mr. Pittman said they will have new players and we were told if we want changes the board will vote on it. Mrs. Daugherty asked who's on the Safety Board. Mr. Pittman said there will be representative from all members but we don't know who is representing each entity yet. He said if we don't like what is going on, we can leave. Mr. Zappanti said that item 10 in the contract reads that Xenia will take responsibility of the interface with New World. He said he thinks this deserves attention from the Board to get an explanation of how this will happen. Mr. Pittman asked if this will increase our labor. He said he didn't want to go backward. Mr. Tiffany said they gave us a quote to get this done and thinks it's just a timing issue. Mr. Zappanti said he thinks it's poorly worded. Mr. Tiffany said we can get it clarified. Chief Brown said he does not see an issue here. He said we type in info anyway and it's only going to be temporary. Chief Pavlak said our biggest problem will be New World getting it done. What we think is temporary may be a long time with New World. Mr. Bryant said he did not like the word 'facilitate' in a contract (item 10). He said he didn't see it as a show stopper, but who has control here associated with 'facilitate'. Mr. Zappanti said he thought New World was making this overly complicated and their charges are a little more than expected. Mrs. Daugherty asked why we are using New World. Mr. Zappanti said it's because that is who Greene Central is using. Sgt. Williams said he sees this as a temporary inconvenience. Mr. Zappanti said if we get this clarified I think its okay.

Chief Brown said that even though the Board meetings will be once a month, they will give us an ear and I think that is important. Chief Persons says he will work with us. He said from his past experience that this is do-able. In my experience our Citizens will not see the difference. Mr. Bryant said, if its working right, you can't tell who or where you are talking to. Mr. Bryant said the contract stated they are to provide metrics on performance.

Chief Pavlak said, however, it doesn't say what metrics are to be provided. Mr. Bryant said when something goes wrong, how will it be resolved? Chief Brown said he thinks they will work with us. Mr. Pittman said

they have a lot riding on this too. Chief Brown said we had a dispatcher talking about Greene Central dropping a call. He said that has happened in our shop too. Things happen.

Chief Pavlak said there are no performance metrics in the contract to hold them to. He said we need more definition. He also said the phrase 'timely manner' leaves a huge opening. He said he is concerned if something goes wrong. He said he doesn't see a path here for complaints. He said who do we call or how do we approach fixing a problem. Mr. Tiffany said their goals exceed the National standards. Mr. Pittman said he appreciated Chief Pavlak's comments. He said their police dispatch is good but there are some gray areas in fire. However, Mr. Pittman said he was told by one of their firemen that a year ago he would have told him not to go with them, but now says he would recommend them. Mr. Pittman said he agreed with Chief Pavlak that their dispatch has not been fire oriented but thinks they are changing.

Chief Pavlak said his number one concern is that the performance issue get taken care of. Mr. Bryant said he agrees that we need a definition of metrics. Chief Pavlak said we need stats before we meet with them regularly. Mr. Tiffany provided a detail of the safety Board's constituents as compared to the previous and said we will have support to demand changes if needed. Chief Brown said he thinks the board will demand sufficient data to see that they can evaluate performance. Chief Pavlak said our township is large and 'check and advice' procedures could be a problem. Chief Brown said almost every department he knows has 'check and advice' procedures. Chief Pavlak said we don't have and it worries me. He also said maybe we need to push our live date a little further down the road. Mr. Tiffany said he thinks there's a difference in the contract date and go live date. Mr. Bryant said it's not addressed in the contract at all. He said it says September 15<sup>th</sup> period. Mr. Tiffany said if it starts on the 15<sup>th</sup> and we push the live date back we need to talk about how that will affect us.

Mr. Bryant said we need a max time before receiving performance numbers. The board needs to see metrics when they need them. He asked if this could be changed from annually to quarterly. Mr. Zappanti said we can access response information on our own. Mr. Bryant said he liked the thought of getting our information independently.

Chief Pavlak asked Mr. Mike Wolf of W.S. Electronics if Greene Centrals Zetron System could be upgraded to tone us two way. Mr. Wolf provided a technical description of their current system and said the thought they were staying single direction for now. Chief Pavlak asked if we could use our two way and Mr. Wolf provided additional technical scenarios.

Mr. Bryant asked where we stood. Mr. Tiffany said we want clarification on item 10. Mr. Bryant said, with the fact we can pull our own metrics, I am satisfied with it. However, do we want to change it? Mr. Zappanti asked if it needed to say they must meet NFPA Standards. Cara asked if we do fire do we need to do police. Mrs. Daugherty asked if we need to change item 11 annual performance information to quarterly. Mr. Bryant said we can pull our own metrics. Mr. Tiffany said he would like the board to ask Chief Persons questions on these items in tonight's meeting. He said we need to set a date to move forward. He said we need to try to retain our dispatch employees until the transition is made. Mr. Tiffany said we need to have some incentive to keep them here. Mr. Bryant said he thinks we just need the contract date and not a live date. Mr. Tiffany said we have a pregnant dispatcher with a due date near the changeover date. He said maybe we could fund some of her time off if Xenia wants to hire her. Mr. Bryant said he likes the cash bonus incentive and asked what the thought on the bonus is. Mr. Tiffany said it should be given to all of them and worked into the transition.

Mr. Bryant asked if we had a Resolution. Mr. Tiffany said yes. Mrs. Daugherty said the City of Bellbrook is doing theirs tonight. She said she thought it was a good idea if we do ours at the same time. Mr. Bryant said this is our opportunity to say if we want to do this or not. Mr. Pittman said he is ready to do it. Mrs. Daugherty said my questions have been answered.

Mr. Tiffany said we need to consider a dollar amount for incentives. Chief Brown said we need to notify them of something soon. Mr. Bryant said we can get together on the 19<sup>th</sup> to discuss what a good incentive is. Mr. Bryant said he is still struggling with the decision of consolidating dispatch. Chief Brown said he thinks we all are.

Mr. Pittman moved to adjourn. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes

Mr. Bryant – Yes

Mrs. Daugherty - Yes

The meeting adjourned at 6:49 pm.

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Theodore L. Hodson, Fiscal Officer

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