



VILLAGE OF RUIDOSO/CITY OF RUIDOSO DOWNS CONSOLIDATED DISPATCH JOINT BOARD

AGENDA INDEX
RESCHEDULED REGULAR MEETING
THURSDAY MARCH 12, 2020 AT 1:00 P.M.

VILLAGE HALL COUNCIL CHAMBERS
313 CREE MEADOWS DRIVE
RUIDOSO, NM 88345

CALL TO ORDER.

ROLL CALL.

APPROVAL OF AGENDA.

REGULAR ITEMS.

1. Approval of Minutes for February 12, 2020 Regular Meeting.
2. Update on Radios Change Over and Service Areas by Rick Sohl.
3. Discussion and Possible Action on the Name for Dispatch Centers and Radio Call Sign.

REPORTS FROM BOARD MEMBERS.

CLOSED SESSION.

- Discussion of limited personnel matters concerning the resignation of a Dispatcher TCO1. '10-15-1.H.2, NMSA 1978.

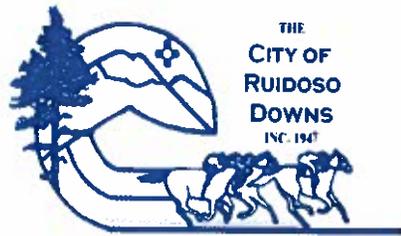
Any action taken as a result of the closed session will be brought back into open session.

ADJOURNMENT.

I certify that notice has been given in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 2020-01. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk if a summary or other type of accessible format is needed.

Bertha De Los Santos, MMC
Deputy Clerk

Posted: Monday March 9, 2020
Time: 11:30 A.M.



CONSOLIDATED DISPATCH JOINT BOARD AGENDA MEMORANDUM

To: Village of Ruidoso/City of Ruidoso
Downs Consolidated Dispatch Joint
Board.

Presenter: Bertha De Los Santos, MMC
Deputy Clerk

Meeting Date: March 12, 2020

Re: Approval of Minutes for February 12, 2020 Regular Meeting.

<input type="checkbox"/>	Consent Item	1
<input type="checkbox"/>	Public Hearing	
<input checked="" type="checkbox"/>	Regular Item	
<input type="checkbox"/>	Board and Commission Appointments	
<input type="checkbox"/>	Informational	
<input type="checkbox"/>	Workshop Item	
Items valued greater than \$60,000.00 must be placed as a regular item.		

Item Summary:

Approval of Minutes for February 12, 2020 Regular Meeting.

Item Discussion:

See Above.

Recommendations:

To Approve Minutes for February 12, 2020 Regular Meeting.

Required Approvals of Agenda Memorandum and Back-Up Documentation:

Bertha De Los Santos, MMC
Deputy Clerk

(Received on: 3/9/20 11:30 am)
Date Time

**VILLAGE OF RUIDOSO/CITY OF RUIDOSO DOWNS
CONSOLIDATED DISPATCH JOINT BOARD
REGULAR MEETING
313 CREE MEADOWS DRIVE
RUIDOSO, NM 88345
FEBRUARY 12, 2020**

Chairman Darren Hooker, Village of Ruidoso Chief of Police, called the regular meeting of the Consolidated Dispatch Joint Board to order at 1:00 p.m. Members Susan Lutterman, Village of Ruidoso Councilor; Joe Kasuboski, Village of Ruidoso Emergency Manager; Jimmy Romero, City of Ruidoso Downs Councilor; Cody Thetford, Village of Ruidoso Fire Chief; Carroll Scott, City of Ruidoso Downs Chief of Police; and Kenny Ellard, City of Ruidoso Downs Assistant Fire Chief were recorded present. Village of Ruidoso employees present were Bertha De Los Santos, Deputy Clerk; Lawrence Chavez, Lieutenant; and Katy Simpson, Dispatch Supervisor. There were no City of Ruidoso Downs employees present. There was no Village of Ruidoso legal counsel present. City of Ruidoso Downs legal counsel present was H. John Underwood. There were approximately 2 visitors present.

APPROVAL OF AGENDA:

Chief Scott moved to approve the agenda as presented. Assistant Fire Chief Ellard seconded and the motion carried with all ayes.

REGULAR ITEMS:

Approval of the Minutes for January 8, 2020 Regular Meeting.

Councilor Lutterman moved to approve the minutes for January 8, 2020 regular meeting. Joe Kasuboski seconded and the motion carried with all ayes.

Update on Radios Change Over and Service Areas by Rick Sohl.

Rick Sohl stated the following: they were now fully operational and he would begin reprogramming the City of Ruidoso Downs (CORDs) radios and add the MDC and anything else that might be needed; all the radios in both entities supported MDC at this time; had a few little issues on Monday, but yesterday all the glitches were worked out and today it was fully operational; Ms. Simpson needed to request a quote from Ztron to update the third console, since it was an older one and did not have the same features as the other ones; and the CORD would have to keep their console up and operating and set up a backup radio in Chief Scott's office and also leave a radio in Assistant Fire Chief Ellard's office.

Chairman Hooker stated all Law Enforcement was on Ruidoso Channel 4. Mr. Sohl explained what that meant and how it worked and stated it created unification and stated, when all four consoles were operational, they could have a dispatcher for each entity. Ms. Simpson stated with the CAD Program they could actually separate calls, but not until they were fully staffed.

Chief Scott stated radio frequency interference was an issue. Mr. Sohl stated the area by the "Y" and the hospital had issues and a voter could be placed there for Channel 4. Chairman

Hooker recommended Mr. Sohl presented a proposal with options, along with costs, on what it would take to improve those and any other areas of communications to be presented at the next regular meeting.

Ms. Simpson stated Systems MD was installing the new server today.

Discussion on Dispatcher Personnel Status.

Ms. Simpson stated one of the Dispatchers from CORD began on Monday and the other was currently at the Academy, but would begin working graveyards during the week of February 23, 2020 and would also be required to attend the NTO.

Mr. Underwood inquired if those employees from the CORD would have to go through another probationary period if they already completed one. Ms. Simpson stated one of them would not and the other was still on probation and would have to compete it.

Chairman Hooker stated one of the employees had accrued leave and sick time and they would need to discuss exactly how that would be handled, since the City of Ruidoso Downs could pay the Village of Ruidoso for that leave time and it be carried over or she could be paid out for all of that time, depending on what that employee chose to do. Chief Scott stated he was not sure at this time, but would discuss it with CORD staff. Mr. Underwood stated there were probably transfers similar to those that were made from one municipality to another previously and should be reviewed.

Councilor Lutterman recommended Chairman Hooker spoke with the Village Manager, Finance Director, and Human Resource Director to discuss taking care of that employee by best handling their benefits, status, etc. Councilor Lutterman stated she had the opportunity to go and observe the Dispatchers at work on Friday night and was amazed by what they did and how well they did it. Ms. Simpson stated she appreciated Councilor Lutterman for taking the time to go and see for herself how it was done. Councilor Romero stated he had witnessed 911 calls being handled by dispatchers and they deserved a lot of respect for what they did.

Discussion Regarding Emergency Medical Dispatch and a Medical Director.

Chief Scott stated the issue needed clarification. Ms. Simpson stated all employees for the Consolidated Dispatch would fall under the Village of Ruidoso Emergency Medical Director. Chairman Hooker stated the Village of Ruidoso was under the medical direction of Dr. Otero.

Fire Chief Thetford stated Dr. Otero was the Medical Director and the City of Ruidoso Downs should review their agreement to see why they needed a Medical Director. Mr. Underwood asked Fire Chief Thetford to scan and email him a copy of the agreement and they would review it, since they were under the medical direction of Dr. DiMotta.

Ratification of Budget Transfer of Personnel to Capital Outlay in the Amount of \$46,000.00 for the Purchase of a New Computer Server.

Fire Chief Thetford moved to Ratify Budget Transfer of Personnel to Capital Outlay in the Amount of \$46,000.00 for the Purchase of a New Computer Server. Councilor Romero

seconded and the motion carried with all ayes.

REPORTS FROM BOARD MEMBERS:

Chief Scott stated they had the lobby phone up and running and under camera; and they needed to figure out something collectively to begin doing PSAs regarding the consolidation. Mr. Underwood directed Chief Scott and Chairman Hooker to provide a list of bullet points to provide to Kerry Gladden to begin doing PSAs as soon as possible. Councilor Lutterman recommended Chairman Hooker and Chief Scott got with Tim Keithley on Saturday mornings.

Asst. Fire Chief Ellard stated they needed to educate the citizens of Ruidoso Downs on how to call in for emergencies. Chief Scott stated he would also work on getting a second phone line.

Fire Chief Thetford stated there was a lot of confusion on the radio when dispatch called out as to who was needing to respond that needed to be cleared up so there would be no delays in response time and also they needed to come up with a name that they could provide to those calling in to dispatch. Chairman Hooker stated that would be placed on the next regular meeting agenda.

Councilor Lutterman thanked everyone for allowing her to oversee the operations of a dispatch center and stated this was all going to prove very successful in the end.

Mr. Underwood thanked everyone and stated this had been a long process, but now it was just the details that needed to be worked on, but a great job had been done in getting to that point.

CLOSED SESSION:

There was no Closed Session.

ADJOURNMENT:

There being no further business to come before the Consolidated Dispatch Joint Board, Chairman Hooker adjourned the regular meeting at 1:51 p.m.

MINUTES ARE DRAFT UNTIL APPROVED ON:

Passed and approved this 12th day of March, 2020.

APPROVED: _____
Darren Hooker, Chairman

ATTEST: _____
Bertha De Los Santos, MMC
Deputy Clerk