

Pecos Valley Regional Communications Center
Board of Directors Minutes
Held in the Chaves County Administration Building
Wednesday, November 13, 2019, at 1:30 p.m.

The meeting convened at 1:30 p.m. with Chief Devin Graham presiding, Bill Williams as proxy for Stan Riggs, Chief Phil Smith, Mike Mathews, Monte Baker, and Mayor Dennis Kintigh present. Sheriff Mike Herrington absent.

Others attending were: Sandra Rodriguez, Karen Sanders, Alison Herring, Jeff Bechtel, Mike McClain, David Jones, Duane Carroll, Nathan Babcock, Sharon Coll, Jerry Janow, Teri Best, Jennifer Garcia, Jason Sweatfield, and Jill Pollock.

1. A motion to approve the agenda was made by Bill Williams and seconded by Mike Mathews. A voice vote was unanimous, and the motion passed with Sheriff Mike Herrington being absent.
2. A motion to approve the Minutes for October 9, 2019 was made by Mike Matthews and seconded by Bill Williams. A voice vote was unanimous, and the motion passed with Sheriff Mike Herrington being absent.

NON-ACTION ITEMS

3. Staffing Report: Teri Best stated they have had one termination during probation, one new hire, and one person in the end stages of on-the-job training. There are two employees out on FMLA, one is expected to return in December and one in January. There will be interviews held November 14, 2019, and testing remains ongoing.

Teri Best gave an overview of her primary focuses as the new director. The first being internal focus on the Communications Center, with allocation evaluation, job description formation and employee focus being mentioned. The second is creating Standard Operating Procedures (SOP's) with external, individual focus of the Fire Department, Police/Sheriff's Department and EMS.

4. Digital Radio Project Update: Mike Mathews stated that approval of funding for the simulcast/multicast communications project was on the consent agenda for the November 14, 2019 City Council Meeting. Resolution 19-96.

ACTION ITEMS

5. A motion to approve the simulcast/multicast communication project, as presented, was made by Bill Williams and seconded by Mike Matthews. A voice vote was unanimous, and the motion passed with Sheriff Mike Herrington being absent.

ANNOUNCEMENTS

Next regular meeting December 4, 2019 at 1:30 p.m.

ADJOURNMENT

The meeting adjourned at 1:41 p.m.