



CALL TO ORDER

Curtiss Abbott – 9:31 a.m.
Members present: Carl Burnham, Caryl Gibson, Rosemary Norton, Judy Osborne, Julie Dougherty (@ 9:55 by phone)
Others present: Chief Kelley
Lori Steinthal
Steve Reinke / 9-1-1
Sara Crosswhite / 9-1-1
Lealan Miller / Eide Bailly Accounting (by phone)

Approval of the October 15, 2015 Meeting Minutes

Resolution: Judy Osborne moved that the October 15, 2015 meeting minutes be approved, seconded by Rosemary Norton; unanimous.

I. Financials – Abbott

Resolution: Caryl Gibson moved that the October financials be approved as presented, seconded by Rosemary Norton: unanimous.

II. COMMITTEE REPORTS

None

III. CHAIR’S REPORT

Teamster’s negotiation update: Bruce Bischof reiterated the Boards position to the teamsters once again. We are now waiting to hear back from the Teamsters.

IV. CHIEF’S REPORT – Chief Kelley

A. Personnel

- A. Evaluations are coming up in January for the Officers. Chief made some minor changes (eliminated check box process and replaced with narrative).
- B. Working on some potential language with regards to a proposed schedule. If Bruce & the teamsters can agree to an 80 hour / 2week work period, we can move in that direction.

B. Activity Report.

- A. Chief touched on a theft in section 5. He also discussed the investigation @ the Sheriff’s Office over an internal theft, which was caught during the

audit. This prompted a look at how our department is conducting business. Chief has asked Sgt. Edwards to look at all the serial numbers and inventory of all firearms and drug evidence over the last 3 years. Our annual Property Room Audit was conducted last month. Everything was in compliance and we passed the audit.

B. Chief is working on the STAT report to be more in line with what the Board has requested.

C. The Strategic Plan expires at the end of the year. Need to identify future goals. He will look at this after the first of the year. Board and citizen input are always welcome.

D. The Annual Report will be done in February or March.

E. The Chief is also working on a Bike Accident Report

C. Equipment

A. Advanced PC Solutions has begun working on all the department computers. Our new server is up and running and each individual computer will now be upgraded with new hard drives.

B. We had some MDT problems that 9-1-1 helped out with. They are now operational. Chief is also looking into a County Emergency Management Grant request that could cover the cost of new radios.

D. Training

A. Chief has taken over training for the department & he will put together a yearly summary report to share with the board.

B. Firearm qualification is continually being reviewed, as it could be a potential liability if someone is not qualified. Chief is recommending a minor change in the date of the qualification requirement. All reports, thus far, have come in clean.

C. The department entered into a contract for some on-line video training. We will be splitting the cost of the training with Sunriver so cost should be about \$500.00 each/per year.

V. OLD BUSINESS – Gibson

None

VI. NEW BUSINESS

A. Steve Reinke/Director 9-1-1, presented and update on the current 9-1-1 Levy and asked the board for a vote of support on the final resolution.

B. Lealan Miller from Eide Bailly Accounting Firm reviewed the 2015 BBR Service District's audit & the GASB 68 (by phone). Findings indicated the BBRPD Service District followed day-to-day procedures & reporting guidelines, as required. The board received copies of the audit just prior to the board meeting, they decided to not vote on approval of the audit until they had time to look through it.

Resolution: Judy Osborne moved that the board support & sign the 9-1-1 Levy, seconded by Rosemary Norton; unanimous

VII. CALENDAR

Is there a limitation on the Budget Committee terms? Chief will look into.

VIII. PUBLIC COMMENT

None

IX. NEXT MEETING DATE

There will not be a meeting in December. However, there may be the need for an Executive Session once we hear back from the Teamsters; Curtiss will advise.

The next Board meeting is scheduled for January 21, 2016

ADJOURNMENT

Resolution: Curtiss Abbott moved that the meeting be adjourned.

Meeting adjourned at a.m. 10:28 a.m.

**Next Meeting Date:
Thursday January 21, 2016
Time 9:00 a.m.
Location: The Admin. Bldg.**