

**CHAIR**

**\*Clay County Sheriff’s Office**

Sheriff Mark Empting

**VICE - CHAIR**

**\*Fargo Fire Department**

Chief Steve Dirksen

**\*Clay County Police Agencies**

Chief Joe Backlund - Hawley PD

**\*Moorhead Police Department**

Chief Shannon Monroe

**\*Cass County Sheriff’s Office**

Sheriff Jesse Jahner

**\*West Fargo Police Department**

Chief Denis Otterness

**\*Moorhead Fire Department**

Interim Chief Jeff Wallin

**\*Fargo Police Department**

Chief David Zibolski

**FM Ambulance**

Senior Director Tim Meyer

**STAFF**

**Red River Regional Dispatch Center**

Director Mary Phillippi

**SECRETARY**

**Clay County**

Robin Rummel

\*denotes voting member

**November 10, 2021 1:30 P.M.**

**Clay County/Moorhead Law Enforcement Center**

**911 11 St N Moorhead, MN**

**Training Room**

1. **Call to order**
2. **Approval of the November 10, 2021 agenda**
3. *Motion to approve/change agenda*
4. **Review and approval of previous meeting minutes**
5. *Motion to approve/change August 11,2021 minutes*
6. *Motion to approve/change August 26,2021 minutes*
7. **Facility Planning –** Chief Steve Dirksen
8. **New World update –** Nick Lindhag
9. **Director’s Report**
10. **Committee Reports**
11. **Operations L.E** – **Chief Shannon Monroe** Met October 21, 2021 Call type changes, LE COVID questions, Warrant confirmations, Mental Health MN Response, NDARMER, Drone related calls for service, Inquiry form.
12. **Operations Fire/EMS – Interim Chief Jeff Wallin** Met October 28, 2021 Call guides updated, Call times, Harwood Fire/Rescue mobile update, AirMed auto launch, Radio channel field, ARMER, Inquiry form
13. **Personnel –** **Chief Denis Otterness** Met November 3, 2021 Current staffing levels, Hiring/Recruitment, Employee Survey, Retention, Inquiries/Complaints and Recognition.

*a. Motion: Forward all four employee retentions recommendations to BOA for approval: Shift differential, Step 11, reclassification of 2 communications operators to 2 shift supervisor positions and retention bonus.*

1. **Finance Committee – Chief David Zibolski** Met onSeptember 7, 2021 Widmer Roel audit presentation, NW maintenance formula, recruitment/retention, 2021 YTD expenses and revenues, Cash reserves. Met on November 2, 2021 YTD expenses and revenues, NW maintenance formula, recruitment/retention suggestions, employee survey.
2. *Motion: Accept RRRDC audit and forward to BOA for approval.*
3. *Motion: Recommend $0.50 shift differential to be paid as laid out by Director. Forward to BOA for approval.*
4. *Motion: Recommend Step 11 be implemented in salary steps. Forward to BOA for approval.*
5. *Motion: Recommend reclassification of two communication operators positions to two shift supervisor positions in January 2022 and mid-year as staffing increases. Forward to BOA for approval.*
6. *Motion: Recommend 2021 retention bonus of $100 per month for non-probationary employees and $50 per month for probationary employees worked in 2021 to be paid at end of December. Forward to BOA for approval.*
7. **Emergency Communications –** **Sheriff Jesse Jahner** Met October 26, 2021 FirstNet update, Clay Moorhead ARMER, Cass County, Fargo West Fargo 800 migration. Fargo high rise, ND Statewide Communications
8. **Other Business**
9. **Adjourn**