

Central Communications, Inc. (E-911) Minutes  
November 1<sup>st</sup>, 2010

Meeting was called to order at 6:05 p.m. at Central Communications Inc., 4317 Lamberton Road in Pennsboro, WV.

In attendance were: Sam Rogers, Angie Pratt, Shirley Williams, John Dotson, John Hatfield, & Angie Lipscomb.

**Minutes:** Sam Rogers moved to approve the October 5th minutes; seconded by Shirley Williams- motion carried.

**Treasurer's Report:** Shirley Williams reported pic account \$174,455.69 and checking account \$25,413.80. The board reviewed the financial statements prepared by accountant. Shirley Williams moved to accept the treasurer's report; seconded by Sam Rogers – motion carried.

**Public Comment:** None

**Advisory Board Recommendations:**

**Old Business:** Consideration of bi-monthly Board Meeting on odd months. Angie Pratt moved to accept bi-monthly Board Meetings on odd months; seconded by Shirley Williams – motion carried.

**Sick Leave Policy** Shirley Williams moved accept the Sick Leave Policy; Angie Pratt seconded – motion carried.

**Red Cross Office Request** Angie Pratt moved to approve; seconded by Shirley Williams – motion carried.

**Shift Supervisor raise's** for Tyler McGuire & Evan Wells in the amount of ten cents Angie Pratt moved to approve; Shirley Williams seconded – motion carried.

**Operations Manager Report:** Reported that Angie Lipscomb attended a supervising seminar on October 26<sup>th</sup>, 2010 in Morgantown. Angie Lipscomb has taken a 3 week on-line EMD manager course. Test on November 2<sup>nd</sup>, 2010. Overall operations are going great.

**Deputy Director's Report – 11/01/10**

The tower to be erected by the West Virginia Office of Trauma and Emergency Care System at the City of Pennsboro Industrial Park Board has been proceeding better than it has in the past. The tower crew had erected the tower to around 180' as of this afternoon. The erection itself

ought to be done by the end of the week. Another tower crew will then proceed to mount the antennas and coax cables.

Depending upon the solutions decided upon for the DCAA radio frequency, we might need to purchase another UHF radio to use for a UHF link. This radio in the past has cost around \$3500; including the radio itself, antenna, coax, hangers, mounts and installation. We will also need another radio card, which at last count was around \$1400. If the need for this link ends sometime in the future, we could always use this radio for a spare, as we have 9 other radios in service of this same model. We did have the first failure last month of one of these radios; we had to wait a week for the radio to be repaired and installed. Fortunately it was the local VHF radio at the Back-up Center, and at that time it wasn't a extreme priority.

**Executive Directors Report:** Tower- They are stacking the steel this week. We have all our equipment on station.

Vote on sick leave policy.

Red Cross- The Parkersburg office contacted me and wanted to know if we had any office space that they could utilize for their 2 part-time employee's that service Ritchie County. The only space we have would be the office DHHR uses on few occasions. I told them I would present it to the Board. I also told them that they would have to share this office if it was approved.

John Hatfield's truck was damaged by our dumpster during the wind storm. He will have estimates at the meeting.

Shift Supervisor raises for Tyler McGuire and Evan Wells.