

# ICOM BOARD MEETING

November 21, 2006

Chairman Solomon called the meeting to order at 8:49am. Members present were Jed Beaupre, John Solomon, Bill Stanley, John Weidert and John Wilkening. Absent was Derek Hagen. Also, present was Director Nita Dubble.

Beaupre moved to waive the reading of the November 21, 2006 minutes and accept them as written. Stanley seconded the motion. All members voted "aye." The minutes were accepted and approved.

## Old Business

None

## New Business

Dubble went thru the 2007 budget. Stanley made a motion to accept the budget. Weidert seconded the motion. All members voted "aye."

Dubble advised the board that the telecommunicators are interested in having their pay checks direct deposited. The board advised they had no problem with direct deposit.

The county has advised that the health insurance is going up. After a discussion Stanley made a motion the employees receive their own health insurance free, family insurance cost for employees is \$420 per month and plus one insurance is \$270 per month. Beaupre seconded the motion. All members voted "aye."

Dubble advised Ryan Bell was hired as a new Telecommunicator on November 14, 2005.

A discussion was held on wage increases for the coming year. After a discussion Stanley made a motion to give each Telecommunicator a 75-cent raise. Wilkening seconded the motion. All members voted "aye." A discussion was also held on raises for new employees. Beaupre made a motion that new employees should receive a 50-cent increase after six months and raises thereafter would be each December 1. Wilkening seconded the motion. All members voted "aye."

The evaluation process was discussed. Beaupre made a motion that a **bonus for evaluations** should be given at the discretion of the Director - **\$50 for poor performance**, \$75 for meet expectations and \$100 for exceed expectations. Stanley seconded the motion. **All members voted "aye"**. Wilkening moved to purchase evaluation software and Stanley seconded the motion. All members voted "aye."

Some policy and procedure changes were discussed and made. Telecommunicators will answer the 911 lines - 911 what is your location; rules and regulations 02-504 will stay the same at maximum of 100 hours compensatory time; changes in wording for Rules & Regulations 02-508; employee's birthday was added as a holiday in Rules and Regulations 02-511; changes in wording in Rules and Regulations 02-512; grandfather, grandmother and grandchild were added to death in immediate family; the retirement policy needs to be rewritten and approved; rules and regulations 02-525 employees taking sick leave days must notify the Director at least two hours prior to their shift and unused sick leave will be compensated for at half pay at the time of resignation or dismissal of an employee; rules and regulations 02-531 ref vacation after six months 5 working days and two years but less than ten years 10 working days. The attendance rules and regulations 02-535 was discussed in reference to getting rid of the time clock. The board advised this would be up to the discretion of the Director.

A discussion was held on the employee taking a day off without pay. The board advised this would not be allowed unless it was an emergency situation.

Dubble advised she has notified the fire departments if they have any type of training, as in the burning of houses, that she would like to send the telecommunicators so they can see what happens during a fire.

Dubble advised ride time for EMD with EMS would be set up this spring.

Stanley moved to give the telecommunicators a \$75 cash Christmas gift. Wilkening seconded the motion. All members voted "aye."

Stanley made a motion to adjourn the meeting. Beaupre seconded the motion. Meeting was adjourned at 10:53am.