

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, November 21, 2024

Time: 0800

Location: Community Room, Auburn City Hall

Roll Call:

Present- Chief Mark Caron, Chief David St. Pierre, Chief Jason Moen, Chief Robert Chase, Lewiston Finance Director Tracy Roy, Auburn City Councilor Benjamin Weisner, Patricia Mador, Esq., and Citizen-at-large Michel Lajoie.

Not Present- Lewiston City Councilor Joshua Nagine.

Staff- Director Tim Hall, IT Director Drew McKinley, and Operations Manager Mark Cayer.

Secretary- Katie Gallant

Guest(s)-

Meeting called to order by Lewiston Auburn 911 Director, Timothy Hall at 08:00.

Approval of Minutes:

- Motion to approve the September 19, 2024, meeting minutes was made by Ms. Mador, Esq. Motion seconded by Finance Director Roy.
- All in favor. Motion passes.

Executive Session:

- N/A

Financial Report:

FY 2025 Budget Update

- Director Hall reviewed the October year to date budget report with the Committee.
- Motion to accept the FY 2025 budget report made by chief Moen. Motion seconded by Chief Chase.
- All in favor. Motion passes.

Director's Report:

General Updates

- 9-1-1 calls are down slightly compared to the same period last year.
- Overtime is down from the first quarter of the fiscal year.

Other Business

Relocation

- Director Hall reminded the Committee that we need to move forward with the relocation of the Comm Center. He has reached out to both Cities and Auburn has planned to use funds from their Public Safety bond. Lewiston has not approved funding for the relocation in FY 2025.
- The Architectural and Engineering designs has been estimated at \$200,000 by Evans, the same company that performed the assessment of 85 Park Street, Lewiston.
 - The Chiefs and Finance Director Roy said that the pricing is consistent with what they have seen for their recent projects.
 - Chief Chase recommended pursuing a design build option for the project. And asked if an RFP could be started without much cost to the Committee.
 - Director Hall replied that he is hesitant without guaranteed funding for the project.
 - Finance Director Roy recommended reallocating remaining funds from the Radio Project to the Relocation Project and will make the request at the next City Council meeting.
 - Chief Chase informed the Committee that Central Fire Station is estimated to vacate the building in the Spring of 2026.
 - Ms Mador, Esq. recommended reaching out to the local Community College's Design Program to see if they could handle the project.

- Director Hall said that he would work with Finance Director Roy and Acting City Administrator O'Malley to secure funds for the design and build and that he would reach out to the Community College.
- Chief Chase asked Chief St. Pierre if the timing of the move of the Police Department would impact the move of the Comm Center.
- Chief St. Pierre replied that although they are six to eight months behind, it will not impact the renovations of the 85 Park Street building.

FY 2026 CIP Budget Request

- Director Hall informed the Committee that the CIP budget request for FY 2026 has been sent over to Lewiston for their budget review. He reviewed the request with the Committee.
- Motion to approve the FY 2026 CIP budget request was made by Chief Moen. Motion seconded by Finance Director Roy.
- All in favor. Motion passes.

Quality Assurance Stipend

- Director Hall reminded the Committee that starting December, the State will be funding Quality Assurance reviews for EFD and EMD calls by an outside company. He requested that a portion of the money approved in the FY 2025 budget be reallocated to the Scheduling Officer and the Terminal Agency Coordinator once the Quality Assurance stipend has ended for Center reviewers.
 - Ms. Mador, Esq. asked if there would be any conflict with the Union Contract.
 - Director Hall replied that the Quality Assurance positions and stipend were solely at the Director's discretion.
- Motion to approve reallocating Quality Assurance funds to the Scheduling Officer and Terminal Agency Coordinator after the internal QA review stipend has stopped was made by Ms. Mador, Esq. Motion seconded by Mr. Lajoie.
- All in favor. Motion passes.

IT Director's Report

General Updates

- No report.

Operations Manager's Report:

Staffing Update

- Operations Manager Cayer informed the Committee that the latest Trainee has completed training and assigned a shift.
- The Center currently has three vacancies. The employee that was out on leave did not return to work.
- The most recent round of applicants did not provide any viable candidates. We will post again after the first of the year.

General Discussion:

- N/A

Next meeting:

- The next meeting will be December 19, 2024 at 08:00 in the Administrative Conference Room at Lewiston City Hall.

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made by Chief Moen. Seconded by Ms. Mador, Esq.
- Meeting adjourned at 08:16.