

LCD Board of Directors Meeting

Barkhamsted East Firehouse

Meeting Minutes

July 31, 2008

I. Call to order

James Farkas called to order the regular meeting of the LCD Board of Directors at 7:03pm on July 31, 2008 at the Barkhamsted East Firehouse.

II. Roll call

Roll call of Directors showed a quorum present.

III. Approval of minutes from last meeting

A motion was made by Peter Grusaukas to accept minutes from June 26, 2008 seconded by Pat Mechare. Motion carried.

IV. Public Comment

a) None

V. Correspondence

a) None

VI. Treasurer's Report-Peter Grusaukas reported on the following:

Operating account balance \$742,511.90. Project account balance \$361,057.59. Budget report was sent prior to meeting on July 24, 2008. Contract updates; three (3) services w/ outstanding balances. Missing signed contracts from several towns.

Bill LeGeyt made a motion to receive the treasurer's report, seconded by Sue Dyer. Motion carried.

VII. Executive Director's Report – Joseph Del Buono reported on the following:

- a) Visiting tower sites. Tree fell and damaged fence in N. Canaan site.
- b) Update; CAD- moving along being prepared for installation. Going live 1st week in October for testing.
- c) Meeting w/ Life Star have begun an understanding on how it will operate. Life Star-Hartford cannot respond we expect them to contact Life Net-New York we will be notified and comm. directly w/ Life Net. Policy has been updated to reflect changes. Communications will be on AIRTAC unless otherwise requested.
- d) No Personnel issues to report at this time. Met w/ dispatchers to get to know them.
- e) Kevin Webb, Acting Comm. Mgr working w/ Joe to get employees up to proper certification as telecommunicators to register with ODEM/OSET which was sent to us some 18mths ago to update & return.

- f) Quarterly reports have been sent to OSET (3rd & 4th Qtr)
- g) Quarterly dispatcher training to be done in house to begin on Sept. 18th.
- h) Joe is working on our 403(b) plan, currently meeting with companies and waiting for proposals and will bring recommendations to the board.
- i) July 31, 2008 (today) is the closing date for dispatcher applications, have received 71 applications, starting testing process within next 30 days.

Jim Farkas spoke about how pleased he is with Joe's work performance.

VIII. Committee Report's

- a) **By-Law** – No meeting. Still researching questions from prior BOD meeting.
- b) **Executive** – No meeting.
- c) **Finance** – No meeting.
- d) **Personnel** – No meeting.
- e) **Protocol** – No meeting.

IX. Old Business

Life Star – communications ongoing discussion. Life Star will be visiting with us October 11th at LCD. An outreach program about 4 hours.

X. New Buisness

General - Discussion of storm warnings...after a brief discussion Directors have requested Ex. Director Del Buono to have the dispatchers NOT set off alert tones or text paging between the hours of 2200 – 0600 for weather warnings – unless there is an immediate threat to life. Also discussed was to cease all alerts of weather watches. Ex Dir. Del Buono said he would put out such notice to all dispatchers as soon as possible.

XI. Adjournment

Peter Grusaukas motioned to adjourn the meeting. The motion was seconded by Bill LeGeyt. Motion carried. The meeting adjourned at 7:47pm.

Minutes submitted by: Cammie Dilger