**Special Beavercreek Trustee's Meeting**

**Monday, July 16 2012**

Mr. Glaser called the Special Trustee Meeting to order at 2:02 P.M. Those present were Trustees: Robert Glaser, Carol Graff and Dan Paxson. Fiscal Officer, Christy Ahrens was also present. Staff present: Township Administrator Alex Zaharieff, Fire Chief David VandenBos, Deputy Fire Chief Scott Dorsten, Lt. Ryan Williams and IT Manager Jeff Terry.

The Purpose of this Special Meeting is to meet in Open Session to conduct a workshop to discuss ProQA Dispatching Software for the Beavercreek Township Fire Department, to discuss approving payments for the Beavercreek Township Fire Station 64 project and also to approve a promotion and full time hiring within the Beavercreek Township Fire Department.

Fire Chief David VandenBos spoke to the Trustees regarding approval for a payment for the Fire Station 64 project. The invoice before the Trustees is for non-disputed costs associated with the build; however, the Township is still questioning other fees associated with the contract. General discussion occurred regarding: specifically what the bill is for – "professional services" does not provide an adequate answer; and separating out the water damage oversight. The Trustees are willing to pay legitimate expenses, but still have concerns and did not provide approval today.

<u>ProQA Dispatching Software:</u>
Chief VandenBos walked the Trustees through a Power Point presentation regarding ProQA Dispatching Software – Emergency Medical Dispatch and Quality Control/Improvement.

The project goals of the software are: efficiency, safety, self-sufficiency, and quality control and improvement. The Chief likes this software because it is an extension of our existing card system that Dispatch currently uses, there are multiple users in the Miami Valley who are using this system, it works toward NFPA 1221 Compliance, and has full integration into both PSISN and Fire House.

Chief Dorsten explained that the software will require the same questioning procedure at the call center, but that this makes is software based, not card based; and will help to ensure that we get the appropriate resource sent for the emergency.

General discussion occurred regarding: dispatchers being receptive to this software; and are we happy with the current level of service we are getting from the Beavercreek Dispatch.

The initial cost for the ProQA is $37,457.00. This includes: the software, the quality assurance and improvement product (AQUA), the first year service agreement, three – four hour training sessions; eight hours of quality assurance training; and sixteen hours of quality improvement training. Additional costs would be: $1800 in overtime costs and does not include travel, hotel, and meals incurred to attend training.

Annual fees after the initial cost would be $3516 per year which would cover upgrades. The first year this cost is included in the $37,457.00.

General discussion occurred regarding: if we are doing this to improve service; to increase the information we receive and the apparatus we provide; if the City of Beavercreek is willing to split the cost; and shared liability. Chief VandenBos estimated that to add the Fire or Police/Law Enforcement packages to this cost would be about $30,000.00 extra each.

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Mr. Paxson asked if this is a priority and if something was not working correctly to bring this before the Trustees. Chief VandenBos stated that no, currently everything is working fine; this is something that has been on his list for the last five years and he would like to know whether to continue looking into the matter or stop thinking about this at all. He stated that there was no requirement for this and that he merely wanted to bring it to the Board's attention to get feedback.

The Trustees took a five minute break.

Fire Chief David VandenBos thanked the Board of Trustees, the Fiscal Officer, and everyone in attendance for being a part of this promotion process.
He then gave a brief overview of the position of Lieutenant and introduced and recommended William Kappeler for promotion.

**2012-263** Ms. Graff made a motion to WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved to approve the promotion of William J. Kappeler to the position of Lieutenant in the Beavercreek Township Fire Department effective July 19, 2012 at an hourly rate of $23.67. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.
Fiscal Officer Christy Ahrens swore in William Kappeler.

Chief VandenBos gave a brief overview of the tradition of being a firefighter and introduced and recommended Dustin Richardson for promotion.

**2012-264** Mr. Paxson made a motion WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved to approve the hiring of Dustan B. Richardson as a Full Time Firefighter/Paramedic in the Beavercreek Township Fire Department effective July 19, 2012 at a starting hourly rate of $17.70. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, yes.
Fiscal Officer Christy Ahrens swore in Dustin Richardson.

The ceremony was followed by an informal reception for all in attendance.

**2012-265** Ms. Graff made a motion to Adjourn at 3:31 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

Trustee: _____

Fiscal Officer: _____