

MEETING MINUTES

Consolidated Dispatch Agency
Board Meeting

Zoom Virtual Platform
September 30, 2020 10:00 AM

Meeting called by: CDA Director Jeanine Gauding
Type of Meeting: Special Called Board Meeting
Facilitator: Vince Long, County Administrator
Attendees: Vince Long, County Administrator
Walt McNeil, Leon County Sheriff
Reese Goad, City Manager, City of Tallahassee
Jeanine Gauding, Director, Consolidated Dispatch Agency
David Marsey, Attorney, Rumberger Kirk

- I.* Call to Order
Chairman Vince Long called the meeting to order at 10:02 AM on the Zoom platform.

- II.* Public Comment
No comments.

- III.* Approval of August 27, 2020 Board Meeting Minutes
Sheriff Walt McNeil made a motion to approve the minutes. City Manager Reese Goad seconded the motion. The motion was unanimously approved.

- IV.* Presentation of Contingent Settlement Agreement for Approval
Attorney David Marsey reported on the litigation with a former employee that resulted in a resolution that is recommended to the Board. The resolution was reported as follows: the CDA insurance carrier would pay \$4,000.00, forgiveness of \$776.00 in monies owed to the CDA for training expenses, and an agreement to provide a neutral letter of reference for future job inquiries to entail dates of service, last position, and last salary information. No questions from the Board. A motion to approve the Settlement Agreement was made by Sheriff McNeil. City Manager Goad seconded the motion. The motion was unanimously approved.

- V.* Approval of the CDA Personal Leave Sell Back/Buy Back Program
Director Gauding presented the memo for the CDA Personal Leave Sell Back/Buy Back Program to the Board to be placed in policy. Chairman Long commented that the employees are deserving of the program, the program is a very good and generous benefit found among top employers, and the program is well suited for the CDA. He requested to discuss the proposed max sell back of 100 hours with the Board, stating 40 hours would be appropriate. Sheriff McNeil commented for action to approve the CDA Personal Leave Sell Back/Buy Back Program at this point to allow up to 100 hours due to the pandemic and with an action for policy approval of the program for a future Board meeting. City Manager Goad clarified with Director Gauding that there are approximately 18 CDA employees that will have more than 264 hours at the conclusion of the calendar year. Director Gauding stated the fiscal impact is approximately \$27,000 if the max amount is elected, and that by back filling the positions for carryover leave to be taken it would cost more due to overtime. City Manager Goad

expressed the importance of employees being afforded leave to refresh themselves for the operator job, but voiced concern over the max sell back of 100 hours. City Manager Goad supported the will of the Board for action of the program with a future meeting for policy approval of the program. Chairman Long recognized City Manager Goad's second to Sheriff McNeil's motion to approve the program. The motion was unanimously approved.

VI. *Adjournment*

Chairman Long adjourned the meeting at 10:22 AM.