

# Central Ohio Interoperable Radio System

Serving the safety and service forces of Delaware Co, Dublin, Hilliard, Upper Arlington and Worthington

## MINUTES OF A MEETING OF THE COIRS GOVERNING BOARD

Thursday October 26, 2017 at 10:00am

A regular meeting of the Governing Board of the Central Ohio Interoperable Radio System, a Council of Governments, was held on Thursday October 26, 2017 at 10:00am at the Worthington Police headquarters building.

### Governing Board Members Present:

Chief Heinz von Eckartsberg, City of Dublin  
Chief Bobby Fisher, City of Hilliard  
Mr. Matt Greeson, City of Worthington  
Mr. Theodore Staton, City of Upper Arlington

### Also Present:

Mr. Jay Somerville, City of Dublin  
Mr. Patrick Brandt, Delaware County  
Mr. Jerry O'Brien, City of Dublin  
Deputy Chief Eric Grile, City of Hilliard  
Mrs. Nancy Nicodemus, City of Dublin  
Chief Jerry Strait, City of Worthington  
Mr. Dan Ralley, City of Upper Arlington

### Introductions & Welcome

Chief von Eckartsberg brought the meeting to order and a verbal roll call was conducted. Director Brandt notified the board that he would serve as the Delaware County representative for the meeting in Mr. Kille's absence.

### Approval of Meeting Minutes

Chief Fisher made a motion to accept the minutes of June 16, 2017 meeting. Mr. Brandt seconded. The motion was approved by a 5-0 vote.

### Treasurer's Report

Mr. O'Brien present the treasurer's report in a summary format. Mr. Staton requested a report on the current carryover and total unobligated funds before we begin planning for any capital improvements in the future. Mr. Staton made a motion to accept the treasurer's report. Mr. Greeson seconded the motion. The motion was approved by a 5-0 vote.

### Resolution 2017-08: Adoption of the 2018 Operating Budget

Mr. Somerville provided the board with an overview of the proposed 2018 operating budget. In the line item for contingencies (Object 756002), a budgetary request for \$75,000.00 to replace the Hard Road shelter was discussed. After board discussion, Mr. Staton made a motion to remove the contingency line item of \$75,000.00 until a full capital improvements plan can be developed, and to adopt the remainder of the 2018 Operating Budget as proposed. Chief Fisher seconded the motion. The motion was approved by a 5-0 vote.

### Resolution 2017-09: Contracting of Financial Statement Preparation

Mr. O'Brien presented a proposal from Julian & Grube, Inc. to secure their services related to preparing and maintaining the financial statement for COIRS. During discussions, the board members requested more information on possible conflict of using J&G when they have previously completed



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the state audit for COIRS. Mr. O'Brien advised he would be able to obtain additional documentation on this topic at the January meeting. Mr. Greeson made a motion to table this resolution until the January 2018 meeting. Chief Fisher seconded the motion. The motion was approved by a 5-0 vote and the issue was tabled.

## Secretary's Report

Mr. Somerville reported that the board was compliant with all requirements of the charter and bylaws and reminded the board that their next meeting in January would be their annual organizational meeting. The board also received an update on the formation of the COIRS Records Commission and development of the COIRS Records Retention Schedule. The document is still in development and the commission is expected to meet in the first quarter of 2018.

## Technical Committee Report

Mr. Somerville provided the board with an update on the deployment of the Upper Arlington tower site. Equipment installation is expected by late November and the site should be live by the end of the year. Ohio MARCS is still working on a no cost system sharing agreement between MARCS users and COIRS users. A draft of that document is expected by the end of the year.

Mr. Somerville discussed the need to develop a capital improvements plan and corresponding budget to address ongoing system maintenance items and improvements now that the system is approaching 9 years old. By no later than the April 2018 meeting, the Technical Committee will provide the board with a draft plan. Once that plan is presented, the board will discuss creating a fund balance policy to provide funding for any approved capital projects. Mr. Greeson asked if repairs to the Hard Road shelter could wait until this process was complete or if the repairs were urgent. Mr. Somerville advised the temporary repairs made last year will allow the shelter replacement to wait until the CIP plan is prepared.

## 2018 Meeting Schedule

The board agreed to the 2018 meeting schedule proposed by Mr. Somerville. The dates will be posted on the COIRS website and Outlook appointments will be sent to board members.

With no other business before the board, the meeting adjourned at 10:42am.

Respectfully submitted,



Jay Somerville, Secretary

