



Monthly Governing Body Meeting

Tuesday, January 2, 2024 @ 10:00am

Conference Call - Via Zoom

Start Time: Called to order by President Goldman at 10:01 am.

Roll Call of Officers

President, Jon Goldman	X	Director, Cassidy Walker	
Vice President, Darren Lescarbeau	X	Director, Thayer Paronto	X
Treasurer, Cassie Leavitt		Director, Erin Hannafin	X
Secretary, Jennifer Cloutier	X	Director, Doug Hackett	X
		Director, Becki Desrochers	X

Other Attendees: N/A

Reading and Adoption of all Records of the Previous Meeting:

Minutes for the December 6, 2023, board call was distributed electronically. A motion as made by Erin and seconded by Darren to approve. Motion passed.

Treasurer's Report: Due to Cassie's absence, Jenn relayed the treasurer's report that Cassie had emailed her. It is below.

Treasurer report motion by Darren and seconded by Thayer. Motion passed.

Main Acct:

	12/8/2023	Common Man	1030.21	6678.12	Training Expense
	12/4/2023	VistaPrint	104.57	6573.55	Holiday Cards / Outreach Expense
	12/8/2023	Eventleaf	1575.32	4998.23	Training Expense
820	12/14/2023	Jenn Cloutier	36.32	4961.91	Training Expense
821	12/14/2023	Erin Hannafin	43.47	4918.44	Training Expense
	12/11/2023	Eventleaf	555.10	5473.54	2023 Leadership Summit
	12/19/2023	SquareSpace	36.00	5437.54	Website fees
	12/26/2023	SquareSpace	34.00	5403.54	Website fees

Scholarship Acct:

12/29/23	Interest Earned	\$0.12	2,732.08
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Membership Committee Report: Jenn reported that there have been approximately 20 new members within the past two months which may be due to the Leadership Summit and/or the upcoming Conference. Jenn advised that the list needs updating as there are some people included that are no longer dispatchers. Jon suggested that Jenn forward the membership list to the board to review for edits. Erin advised that she visited Tilton PD for outreach a couple of weeks ago and spoke to the supervisor.

Training & Curriculum Committee: Erin reported that the quarter-1 training will be held at Hampton Fire and will be presented by the NH Deaf/Blind group and Mutualink. Q2 training will be on May 7, 2024; Q3 training will be on September 12, 2024; Leadership Summit on November 15, 2024 and Q4 on December 3, 2024. All of these dates with the exception of Q1 are tentative.

The Leadership Summit had a total of 48 registrations, with 39 in attendance. There are still a handful of outstanding invoices that Jenn is working on collecting payment for. Eversource sponsored the event for \$2,500. 18 Surveys were received.

Certification & Standards Committee Report Thayer reported that he still hasn't heard anything from the Fire Academy on producing the modules. Thayer will reach out to them again.

911 Commission Report Doug reported that the meeting was held on 12/8/23. There was a moment of silence for Chief Paul Szoc who passed away a few months ago. A recognition was also given to Tom Andross for his years of involvement. Discussion regarding radio maintenance plans since Josh Mann left the agency to include a possible service contract with Motorola to maintain the system and do Troop F updates. Call volume has dropped as it always does this time every year. The Mutualink contract for the state is currently be reviewed by the Department of Justice. The radio maintenance group was thanked for the work they did to identify issues at the State Hospital communications.

SIEC Report Nothing new to report per Jon.

Unfinished Business

- **2024 Conference:** Registration is open, Call for Papers is out, 6 booths have been sold thus far and no sponsors. AllComm would like to bring their trailer again. Erin will work to coordinate that with Attitash. The goal is to hold 20-28 training sessions depending on which format we go with for the last day (brunch vs. lunch).
- **2024 Awards:** Jenn reported that Tiffany Pearce (Awards Committee Chair) has completed the nomination form and updated announcement document. Jenn will send this out in the next email blast. Jon asked that a list of committee members be included in the minutes. They are as follows: Tiffany Pearce - Rochester Police Dept; Brandon McGorry – NH Div. of Emergency Services & Communications; John Miller - NH State Police, Troop F; Stephanie Pacetti - Conway Police Dept.; Jon Gustafson - Dover Police Dept. ; Ashton Nyre - Southwest NH District Fire Mutual Aid; Madeline Brinkman - Rochester Communications Center; Matt Laduke - Lakes Region Mutual Fire Aid
- **Tax ID Status:** No report available due to Cassie’s absence.
- **NHEDA Legislative Advocate:** No report available due to Michelle Provencher’s absence.

New Business:

- **Job Fair at Kingswood High School/Lakes Region Technology Center (2/14/24):** Discussed having someone from NHEDA to attend. Darren advised that he could work with Patrick Cavanaugh (NH 911 PIO) to represent both 911 and NHEDA at the event. Jenn will forward info to both Patrick and Darren.
- **Conference Scholarship:** Jon advised that a great way to honor Tom Andross’s years of service in the wake of his retirement would be to name a scholarship after him for the conference. Jon envisioned the scholarship to pay for the registration fee and the hotel stay. Discussed potential requirements etc.. Jon will come up with some language for the scholarship and eligibility and will report back at the next meeting. This may require a bylaws change. Cassie had previously suggested creating a scholarship committee to oversee this and to handle fundraising for the account.
- **Retirement:** Thayer advised that Tom Andross is retiring with a final day of 1/13/24. There will be an open house farewell for him on 1/12 from 1-4pm. There will also be another event in a couple months.
- **Board Position Vacancy:** Kassidy Walker is no longer a dispatcher and therefore no longer meets the requirements to be on the board. Discussion on how to fill the vacancy. Jenn will send out a solicitation for letters of interest with a deadline of January 31st. Appointment will be made at next month’s meeting. The remainder of the term to be filled is until April 30, 2025.
- **2024 Elections** (Positions up for election: President, Secretary, Two Directors/2-year term (Thayer Paronto & Doug Hackett), 1-year Director (Becki Desrochers). Jon advised that he does not have intentions of running for re-election. Letters of intent need to be submitted to Secretary Cloutier.
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Other None

Motion to adjourn meeting by Thayer and seconded by Doug. Meeting adjourned at 1038.

*Minutes submitted by Secretary Jennifer Cloutier
1/3/24*