

Operations Manager



TO: Board of Directors
Mike Fletcher, Executive Director
FROM: Dannell Hooper, Operations Manager
SUBJECT: March 2023 Update

	Budgeted	Actual
Lead Dispatchers	2	1
Full-time Communications Specialists Currently In Training: 2	14	11
Part-time Communications Specialists	1	2 (2 PT = 1)
Total:	17	13

STAFFING:

- Hiring Update
 - Entry level Communications Specialist hiring now open- closes April 28th, 2023
 - Lateral application process open – no closing date

Training:

- Trainees
 - Jennifer - graduation from DPSST Telecommunications Academy - March 17th
 - Rich - finished in-house academy and is progressing to full-time trainer, attending DPSST in May

INQUIRIES:

- External: 1 (Training)
- Internal: 1 (Training)

MISC:

- Lead Dispatcher, Jerod, completed all 1st year supervisor training requirements for DPSST.
- NW Leadership seminar complete: Lead, Training Coordinator and Operations Manager attended.
- Getting ready for National Public Safety Telecommunications Week: April 9th-15th, 2023
- All operations staff in-house training planned for next month.