

Operations Manager



TO: Board of Directors
Mike Fletcher, Executive Director
FROM: Dannell Hooper, Operations Manager
Also reporting for Executive Director (absent)
SUBJECT: February 2024 Update

| | Budgeted | Actual |
|--|----------|--------------|
| Lead Dispatchers | 3 | 0 |
| Full-time Communications Specialists Currently In Training: 1 | 13 | 11 |
| Part-time Communications Specialists | 1 | 0 (2 PT = 1) |
| Total: | 17 | 11 |

STAFFING:

- Hiring Update
 - 1 passed background check and is finishing Psychological Evaluation.
 - 3 finishing background check
 - Planning for a mid-March start date for 2 applicants pending final hiring process outcomes
 - Re-opening entry level hiring in April
- Jerod Leloff resigned from the district as a Lead Dispatcher to move out of the area with his family. The district thanks him for his 9 years of service and wishes him and his family the very best.

Training:

- Trainees
 - Jolene has worked hard and is finishing training. Final 2-week skill build starting February 19th before she moves to solo status and counts towards minimum staffing.
 - Kirby is preparing for the upcoming new hire in-house academy.
 - Northwest Leadership Seminar

MISC:

- Lead Dispatcher positions
- Staff projects: Peer Support Program