

**JEFFERSON COUNTY 9-1-1 DISPATCH**  
**Minutes of Regular Meeting**  
**April 15, 2021**

A regular meeting of the Jefferson County 9-1-1 Dispatch Board was duly called to order at 2:00 pm at Jefferson County 9-1-1 Dispatch and with an electronically linked social media source by Board Member John Scullin. The following members of the Board were in attendance.

John Scullin – Chairman  
Paul Mayer – Vice-Chairman  
Vernon Cherry – Secretary  
Andy Sides – Member (via zoom)  
Brian Taylor – Member  
Gary Wright – Member

Absent: David Kennedy - Member

Also present: Travis Williams – Chief  
David Bieser – Assistant Chief  
Bob Sweeney – Counsel (via zoom)

**Guests:** Geri Mayer, Tanya Moder, Angie Edmond, Tom Nahlik, Michelle Caraway, Chris Hermann, Brian Smith. **ZOOM Attendees:** Chief Bob Dunn (Saline Valley F.P. D.), Chief Medical Officer Cordell Pratte, (North Jefferson Ambulance), Shop Steward Mike Prater, Cecelia Cowell, Dillon DeClue, Janet Smith, Natalie Lewis, Marissa Street, (Jeffco 911), Addison Shoemaker

**Agenda** – Chairman Scullin presented the agenda. A Motion was made by Paul Mayer, seconded by Vernon Cherry to approve the Agenda. All present were in favor.

**Minutes** – Chairman Scullin presented the minutes of the regular session meeting of March 25, 2021. A Motion was made by Vernon Cherry, seconded by Paul Mayer to approve the regular session Minutes of March 25, 2021. All present were in favor.

**Guests Forum & Comments**

Chairman Scullin stated, he would like to thank the critical staff and all the dispatchers in recognition of National Public Safety Telecommunications Week. Everyone is doing a fantastic job. The fun filled week with all the food and decorations looks great. Chairman Scullin stated, he would like to start recognizing individual dispatcher for an outstanding job on calls. At that time, the Chairman recognized Dispatcher Brian Smith for the way he handled a difficult call that involved an infant. Brian was presented with a challenge coin.

Chief Williams presented a gift to Geri Mayer and congratulated her on her retirement. He also thanked Geri for her dedication to the agency and her many years of service. Chief Williams stated, Geri has trained hundreds of employees over the years. He stated, he and the board of directors appreciated all her years of service as a dispatcher, supervisor and education manager. She was greatly appreciated and will be missed. Chairman Scullin stated, Geri originally stated her career with Jefferson County 9-1-1 Dispatch in April, 1992.

**Jefferson County Emergency Services** – Chief Williams informed the board; discussions were held regarding the CAD and the MDT's. Discussion were also held regarding strike teams.

**PSC Meeting** – They did meet. No Report

**Operations Meeting** – Discussions were held regarding the new CAD and Mobile Data Terminals.

#### Chief's Report:

**Perfect Attendance** – Chief Williams reported, the agency had 29 employees with perfect attendance for the month March 2021.

**Public Relations Report** – Chief Williams stated, the Public Relations report was emailed to the board for their review. Public Relations events are beginning to pick up.

**Education Report** – Chief Williams stated, the education report was emailed to the board for their review. Chief Williams stated, for the first time in a long time. All of the trainees are released form at least one position. Five new hires will begin the training academy on April 26, 2021. The EMD class is now available online. We are going to enroll a couple employees in the online class to determine its effectiveness.

Chief Williams stated, Education Manager Hermann has obtained three proposals to purchase a MondoPAD (Interactive White Board) screen to be utilized during the training academy, meetings and other training. We receive proposals from AVI, ESI and ComDoc. Chief Williams stated the proposals were reviewed and he recommended the agency purchase the 86-inch screen that includes the cart and operating system for a total cost of \$4,706.23 as the lowest and best bid. A Motion was made by John Sculling, seconded by Gary Wright to purchase the recommended MondoPAD. All present were in favor.

**Statistic Report** - Chief Williams reported the following statistics for the month March 2021

**March 2021    20,002 Total Calls                                  6,289 (9-1-1 Calls)**

#### Legal:

**Union Negotiations Committee:** Chairman Scullin reported, the committee has met one time and several correspondences. Andy Sides has expressed interest in being on the committee. A Motion was made by Gary Wright, seconded by Brian Taylor to add Andy Sides to the negotiations committee.

#### Unfinished Business:

**CAD Report** –Chief Williams informed the board, we continue to struggle with some CAD lagging issues. Logisys was on site the week of March 29<sup>th</sup> to work on some issues. We updated our servers and installed some patches and installed some more RAM. We continue to have a delay with the address verification, with Intergraph it was instantaneous, so we are attempting to work through that issue. Chairman Scullin thanked everyone for their patience, as we attempt to work through all the problem areas.

**IT Managed Services** – Chief Williams presented a proposal to the board, for REJIS to expand our current service to include the managing of our 10 servers and 42 work stations. This will allow for all updates and patches to be performed on a regular basis, along with maintaining the health of our entire computer network. The cost for this service is \$12,150.00 per year. They also recommended the agency budget an additional \$8,000 per year just for upgrading as needed. A Motion was made by Gary Wright,

seconded by Brian Taylor to enter into the one-year contract with REJIS for the IT Managed Services. The vote was as follows:

Gary Wright	Yes
Brian Taylor	Yes
Paul Mayer	Yes
Vernon Cherry	Yes
Andy Sides	Yes
John Scullin	Yes

Gary Wright informed the board, he spent some time with Assistant Chief Bieser with regards to all the re-programming that is required with this CAD. The programming software is very difficult. The fact that Dave Bieser knows all the outside agency's equipment/personnel and its capability is an asset. To hire an outside IT person and bring them in to program such things would require two people to complete the work. An outside IT person would not have this knowledge base that Dave possesses.

**Festus Police Department Radio** – Chief Williams informed the board, the Festus Police new radio system is scheduled to go live the week of May 10, 2021. The old VHF system will remain in place for at least a week.

Radio Technician Tom Nahlik has been working closely with Festus to assist them with the cutover.

**Financial:**

**Bills of the Session** – The bills of the session were presented. A Motion was made by Gary Wright, seconded by Paul Mayer to approve the March 2021 bills presented in the amount of \$568,827.97 checks 15420-15457 (Including EFT's). The vote was as follows:

Gary Wright	Yes
Paul Mayer	Yes
Brian Taylor	Yes
Vernon Cherry	Yes
Andy Sides	Yes
John Scullin	Yes

**Monthly Audit Report** – None

**Sales Tax Revenue** – Chief Williams reported the sales tax revenue for the month of March 2021 was \$798,875.16.

**Announcements** – Chief Williams stated it is National Public Safety Telecommunications Week. He thanked Angie and the Administrative staff for making sure the employees were recognized the entire week. We had a fun filled week.

A Motion was made by, seconded by Vernon Cherry, seconded by Gary Wright to adjourn the open session into closed session for the purpose of Contracts, Litigation and Personnel. The vote was as follows:

Vernon Cherry	Yes
Gary Wright	Yes
Brian Taylor	Yes
Andy Sides	Yes
Paul Mayer	Yes

John Scullin

Yes

**Report from Executive Session**

The Board authorized the Chief to enter into a contract not to exceed \$27,000 with Mission Critical Partners.

A Motion was made by Paul Mayer seconded by Brian Taylor to adjourn the open session of the meeting. All present were in favor.

Respectfully Submitted

John Scullin  
Chairman

Vernon Cherry  
Secretary