



TENTATIVE AGENDA
September 16, 2021
JEFFERSON COUNTY 9-1-1 DISPATCH
REGULAR MEETING OF THE BOARD OF DIRECTORS

Notice Posted September 7, 2021

Notice is hereby given that the Jefferson County 9-1-1 Dispatch will conduct a meeting at 2:00 pm
September 16, 2021 at Jefferson County 9-1-1 Dispatch, 5475 Buckeye Valley Road, House Springs, MO 63051
(electronically with a link to be provided via social media)

Jefferson County 911 works to comply with the American with Disabilities Act requirements. Individuals who
require accommodations to attend meetings should contact Jefferson County 911 at 636-797-9797 48 hours prior
to the meeting date.

The tentative agenda of this meeting includes:

Call to Order – **Chairman Scullin**

Acceptance of Agenda

Meeting Minutes

Regular Session (August 19, 2021)

Executive Session (July 15, 2021 & August 19, 2021)

Guest Forum & Comments

Committees

Jefferson County Emergency Services Association

Operations Committee

Chief's Report

Perfect Attendance Report

Public Relations/Education Report

Legal

Union Negotiations Committee

Board Meeting Time (Resolution)

New Business

Unfinished Business

Pandemic Operations

Microwave Upgrade

Municipal Channel

Subscriber Radio Refresh

Supervisor Interview Process

Financial

Current Expenses (September, 2021)

Monthly Audit

Sales Tax Revenue (August, 2021)

Announcements

The tentative agenda of this meeting also includes a vote to close part of this meeting pursuant to Sections 610.021.1 RSMo, for the purpose of discussion concerning litigation, personnel & contracts.

Adjourn to Closed Session

Reconvene to Open Session

Report on Closed Session

Adjournment

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
August 19, 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 Chairman John Scullin. The following members of the Board were in attendance.

Paul Mayer – Vice-Chairman (via zoom)
Vernon Cherry – Secretary
David Kennedy – Member
Andy Sides (via zoom)
Gary Wright – Member

Absent: John Scullin – Chairman
Brian Taylor - Member

Also present: Travis Williams – Chief
David Bieser—Assistant Chief
Bob Sweeney – Counsel

Guests: Mike Prater (Jeffco 911), Chris Hermann (Jeffco 911),

ZOOM Attendees: Mark Thonnings (Logisys), Jim Terry, Tom Nahlik, Kara Lewis, Tanya Moder, Janet Smith, Marissa Street, Meghan Pusateri

Agenda – Vice-Chairman Mayer, presented the agenda. A Motion was made by David Kennedy, seconded by Gary Wright to approve the Agenda. All present were in favor.

Minutes – Vice-Chairman Mayer presented the minutes of the regular session meeting of July 15 2021. A Motion was made by David Kennedy seconded by Gary Wright to approve the regular session Minutes of July 15, 2021. All present were in favor.

Guests Forum & Comments:

Shop Steward Prater requested to address the board in the Executive Session regarding a personnel matter.

Committees:

Jefferson County Emergency Services – Chief Williams reported, discussions were held with regard to CAD issues. Recognition was given to the Fire personnel that have retired within the last year.

Operations Meeting – Discussion were held regarding the CAD system and responses.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 38 employees with perfect attendance for the month July 2021.

Public Relations Report – Chief Williams submitted the Public Relations Report for review. Vice-Chairman Mayer stated, he like the listings of employee anniversary that had been added to the report. Chief Williams stated, some of the scheduled Public Relations events have been canceled, due to the uptick of COVID.

Education Report – Chief Williams submitted the Education Report for the board's review.

Legal:

Union Negotiations Meeting – Chief Williams informed the board, the committee has not met.

New Business:

Board Meeting Time – Board Member Kennedy requested the board be polled to inquire, if there would be a day and earlier time to have the board meeting, so it would end by 2pm. He would like a change in the meeting time, due to a conflict with his employment. Chief Williams stated, Penni usually has everything ready the day prior, so moving the meeting to 10am on the third Thursday would not be a problem. A board poll will be conducted.

Pandemic Operations – Chief Williams reported to the board, the agency has had seven or eight employees test positive for COVID recently. Operations have been separated between the main facility and the backup center. We have re-initiated the spraying of the building. Chief Williams informed the board, some companies are rewarding their employees with a COVID stipend for getting vaccinated. Chief Williams inquired if this is something the board wants to pursue. Board Member Kennedy stated, he would like to know if the employees feel as if they are working in a safe environment. Shop Steward Prater stated, the union is encouraging members to get vaccinated, however, are not in favor of mandatory vaccine. He did also state, that some of the emergency services in the field are making the vaccine mandatory for their employees. Board Member Kennedy was of the opinion; Jefferson County 9-1-1 Dispatch has a commitment to its employees to provide a safe environment. He suggested, asking the employees if there are any additional steps they think needs to be done to provide a safe environment. Board Member Cherry stated, he is in favor of mandatory vaccines. Board Member Wright stated, the agency can only do so much. The employee is only here a certain amount of hours, then goes home and are around others that may be contagious. Chief Williams stated, the agency has taken steps, by installing a filtering system in the HVAC, spraying the building and temperature checks. He also stated we scheduled times for our employees to get the vaccine early on in the process. Attorney Sweeney stated, at the City of Byrnes Mill everyone has to wear a mask until vaccinated. Discussions were held regarding the FDA approval of the vaccine. Shop Steward Prater suggested doing another push for employee vaccines and perhaps the Ambulance Districts could help out with getting our employees vaccinated.

Unfinished Business:

Microwave Upgrade - Chief Williams informed the board, we continue to work with Alcatel Lucent on the price of the microwave upgrade with scheduling the upgrade times for the three counties. Jefferson County 9-1-1 Dispatch's cost for the pricing will be \$2,264,628.00. This price will include the next ten-year maintenance. This will be 10 years on the microwave radios and 5 years on the routers. Chief Williams stated, this expense has been in the 10 Year Plan Budget.

UPS Batteries (Tower sites) – Chief Williams informed the board the work for replacing the UPS Batteries at the 18 tower sites has begun. We are about half way through the project.

Municipal Channel - Chief Williams informed the board, the Municipal Channel is scheduled to be up and running the first week of September. Radio Technician Nahlik has all of the radio programming completed for the channel. We are currently working on written directives and operating procedures.

Subscriber Radio Refresh – Nothing to report.

Supervisor Interview Process – Chief Williams reported, we had 13 employees submit their letter of intent for the supervisor positions. Since that time, two of the applicants withdrew their name. Testing has been done and attendance has been reviewed. Seven final applicants have been selected to proceed forward in the interview process. The first interview date was canceled, due to COVID in the building. A new date will be scheduled. The interview panel will consist of personnel from, FIRE, EMS, Police and HR Departments from the outside.

Financial:

Bills of the Session – The bills of the session were presented. A Motion was made by Gary Wright, seconded by Vernon Cherry to approve the August 2021 bills presented in the amount of \$589,311.89 checks 15586-15636 (Check 15591 to replace Check #15513) (Including EFT's). The vote was as follows:

Gary Wright	Yes
Vernon Cherry	Yes
David Kennedy	Yes
Andy Sides	Yes
Paul Mayer	Yes

Monthly Audit Report – Monthly Audit submitted to the board.

Sales Tax Revenue – Chief Williams reported the sales tax revenue for the month of July 2021 was \$890,046.52. We are up 10.5% from last year.

Announcements – None

A Motion was made by, David Kennedy, 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:

David Kennedy	Yes
Gary Wright	Yes
Vernon Cherry	Yes
Andy Sides	Yes
Paul Mayer	Yes

Report from Executive Session – Nothing to report.

A Motion was made by David Kennedy seconded by Gary Wright to adjourn the open session of the meeting. All present were in favor.

Respectfully Submitted

John Scullin
Chairman

Vernon Cherry
Secretary