

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
December 17, 2020

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

John Scullin - Chairman
Vernon Cherry – Secretary
David Kennedy – Member
Andy Sides - Member
Brian Taylor -- Member
Gary Wright – Member

Absent: Paul Mayer –Vice-Chairman

Also present:

Travis Williams – Chief
David Bieser – Assistant Chief
Bob Sweeney – Counsel
Penni May – Business Manager

Guests: Chief Bob Dunn (Saline Valley Fire), Chief Tom Fitzgerald, (DeSoto Rural Fire), Chief James Maupin, (DeSoto City), Scott Fisher (Big River Ambulance), Angie Edmond, Kara Lewis, Mike Prater, Natalie Lewis, Tanya Moder, Chris Hermann (Jeffco 911)

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

Minutes – Chairman Scullin presented the minutes of the regular session meeting of November 19, 2020. A Motion was made by David Kennedy, seconded by Andy Sides to approve the regular session minutes of November 19m 2020. All present were in favor.

Guest Forum & Comments:

Chairman Scullin stated, we have made some significant gains with the Logisys CAD. Several of the issues have been completely rectified. We still have some big outstanding issues and we continue to work on those issues. Chairman Scullin stated he has updated a couple chiefs and the Sheriff of our progress. We will continue to work on the problems.

Jefferson County Emergency Services- Chief Williams stated discussion were held regarding open CAD issues. MDT discussion were held.

PSC Meeting – No meeting

Operations Committee – Chief Williams stated, discussion regarding CAD and MDT's.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 30 employees with perfect attendance for the month November 2020.

Public Relations Report –Chief Williams stated, the Public Relations report was emailed to the board for their review.

Education Report– Chief Williams stated, the education report was emailed to the board for their review. He informed the board this is Chris Hermann's first Education report. Several of the out of office trainings have been canceled, due to COVID related issues.

Statistic Report: Chief Williams reported the following statistics for August 2020.

November 2020 20,325 Total Calls 6,635 (9-1-1 Calls) 5 calls fell in the unacceptable category

Legal:

Festus Police –Attorney Sweeney informed the board, he has some additional communication with the City of Festus attorney regarding the intergovernmental agreement. They have some issues with the cost figures. Attorney Sweeney stated, he will be discussing these issues with Chief Williams. Chief Williams did inform the board; the current month's bill did include a milestone payment to Motorola for the Festus equipment. He was of the opinion, the Festus Intergovernmental agreement issue would be rectified and was comfortable with paying the invoice with the board's approval.

Unfinished Business:

LOGISYS CAD - Chief Williams reported, he and Assistant Chief Bieser continue to have weekly meetings with Logisys regarding the issues. Logisys programmers are literally in our system everyday working on issues. We have 10 issues on the list of open items that have been rectified. these are not the issues needed for in the field. Logisys is going to be on site the week of January 11, 2021 to train the dispatchers.

MDT – Chief Williams informed the board, MDTs for the EMS are scheduled for deployment in the upcoming week. We are continuing to work on those also, to make them user friendly for the FIRE/EMS personnel.

Pandemic Operations – Chief Williams stated, temperature checks are being done, building is being sprayed bi-weekly. We currently have two people working out of the back-up facility on different rotations. Currently we have six employees out with COVID or someone in their home has COVID. Two employees have returned on reduced hours per the doctor's orders. Overall we have had 15 cases of COVID issues within the 42 employees. The administrative staff has been assisting in the radio room. All calls coming into the 9-1-1 center are requiring the time to ask the COVID questions. This list of questions, takes approximately two minutes to inquire. Board Member Kennedy inquired if this is a mandate to ask this list of questions. Chief Williams informed the board, we actually activated this policy to asked the questions in an attempt to keep our emergency personnel in the field safe, prior to it being mandated by the state. Approximately a week later the Missouri 9-1-1 Service board had made it mandatory. Board Member Wright stated, his brother-in-law was in an accident in North County and called 9-1-1 and received a recording twice and they never called him back. Chief Williams stated, some PSAPS have their 9-1-1 calls go into a phone queue, due to call volume. He stated, he hopes we never get to that point.

Festus Radio Update – Motorola has put together an installation time line for Festus. They are scheduled to begin after the first of the year. Chief Williams assured the board, we will not install anything until we receive the signed contract.

Radio System Update – Chief Williams stated, the ten-year plan included the inspection of the towers. The towers are seven or eight years old and will require some repair work. The cost to inspect the towers will be approximately \$2,200 per site. All three of our guide wire towers will need some additional work to adjust the tensions on the guide wires. There are no local companies that perform this type of work. We have contacted a company out of Kansas for a bid. This company was recommended by one of our local companies. Chief Williams stated, he is estimating approximately \$5,000 per tower site. He is hoping there is enough threads left on the wire for tightening.

Board Member Wright inquired how long the generators will last at the sites along with the equipment inside the buildings. Chief Williams stated the generators should last approximately 20 to 25 years. We have them serviced every six months. The fixed equipment inside the building is covered under the contract we currently have with Motorola (SUA11) and is updated every two years. Chief Williams stated the only other major component in the radio buildings are the UPS systems and we have them serviced and change batteries when needed. HVAC systems are serviced semi-annually.

Employee Colors Personality Class – Chief Williams informed the board, Donna Forgy was on site and held four two hour classes for the employees. The classes were very well received by the employees. Penni spoke with some of the employees later that week and they all seemed to have enjoyed the class. They informed Penni, they had gain some knowledge regarding different personalities and how to deal with those type of people. Chief Williams stated, he informed Donna Forgy the class was well received and we look forward to some future training for our employees. Chairman Scullin stated, we want to continue with the ongoing management and personnel training. Board Member Kennedy inquire about the employees that missed the class and perhaps we could have another make-up class. Chief Williams stated, we can do a makeup class.

New Business:

LAGERS-12 – Chief Williams informed the board, Penni had reached out to LAGERS to inquire about the steps to acquire an up to date actuarial for the LAGERS L-12 level. The request would need to be made by the board making a formal recommendation and instructing Penni to proceed forward with the request. After a discussion, a Motion was made by David Kennedy, seconded by Gary Wright to acquire a proposal for the LAGERS L-12 Retirement for the employees. The vote was as follows:

David Kennedy	Yes
Gary Wright	Yes
Andy Sides	Yes
Brian Taylor	Yes
Vernon Cherry	Yes
John Scullin	Yes

Financial:

Bills of the Session –The bills of the session were presented. A Motion was made by Gary Wright seconded by Brian Taylor to approve the December, 2020 bills presented in the amount of \$636,881.94. Checks #15243-15290 (15244 Voided) (including EFTS) The vote was as follows:

Gary Wright	Yes
Brian Taylor	Yes
Vernon Cherry	Yes
David Kennedy	Yes
Andy Sides	Yes
John Scullin	Yes

Monthly Audit Report – Monthly Audit report presented (Sent in the packet)

Sales Tax Revenue: Chief Williams reported the sales tax revenue for the month of November 2020 was \$922,786.29. We are up 5.8% for the year.

Announcements: Chief Williams stated, we did not have a gathering for a Holiday Luncheon due to COVID-19. We will be allowing each crew \$200 to by lunch or dinner for the crew.

Chairman Scullin informed the board, Jefferson County 9-1-1 Dispatch was awarded the case in the lawsuit with the Department of Revenue. Chairman Scullin requested Chief Williams express the Board of Directors appreciation and thanks to all the employees during these stressful times. Board Member Kennedy inquired the amount of time allowed for an appeal. Attorney Sweeney stated, basically 40 days, which has been calculated to be January 10, 2021.

Board Member Kennedy inquired about the schedule of the de-contamination spraying. Chief Williams stated, we are doing our best to have the spraying done bi-weekly. Chief Williams informed the board, the filtering system has been placed on the HVAC system.

A Motion was made by David Kennedy, seconded by Andy Sides to adjourn the open session into closed session for the purpose of Contracts, Litigation and Personnel. The vote was as follows:

David Kennedy	Yes
Andy Sides	Yes
Brian Taylor	Yes
Gary Wright	Yes
Vernon Cherry	Yes
John Scullin	Yes

Report from Executive Session – None

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