

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
February 20, 2020

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 by Chairman Scullin. The following members of the Board were in attendance.

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

Also present:

Travis Williams – Chief
Bob Sweeney – Attorney
Penni May – Business Manager

Guests: Assistant Chief David Bieser (Jeffco 9-1-1), Geri Mayer, (Jeffco 9-1-1), Tom Nahlik (Jeffco 9-1-1), Trista McGrath (Jeffco 9-1-1), Kevin Carberry (Leader), Jim Terry

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

Minutes – Chairman Scullin presented the minutes of the regular session meeting of January 16, 2020. A Motion was made by Paul Mayer, seconded by Andy Sides to approve the regular session minutes of January 16, 2020. All present were in favor.

Guest Forum & Comments:

Trista McGrath – Ms. McGrath informed the board, she has made the decision to pursue another career and thank the Board of Directors for her time at the agency.

Jim Terry – Mr. Terry informed the board, he would like to thank Assistant Chief Bieser for some vehicle accident statistics within his district.

Presentation 25 Year Watch (Tom Nahlik) – Chairman Scullin presented Radio Technician Tom Nahlik with a twenty-five-year watch. Chief Williams stated, Tom does a great job maintaining the radios and keeping up the tower sites. He also stated, Tom has a good working relationship with the agencies, surrounding counties and the vendors. The Board thanked Tom for his years of service.

Committees:

East West Gateway Communications Core – Chief Williams reported the topic of discussion at the meeting was the Microwave upgrades that will be taking place within the next three to four years. Grant funding is down this year, an amount of 3.2 million is all that is available for the entire STARRS network. Chief Williams stated, unless that amount changes, he does not anticipate any grant funds for the microwave upgrade project. Upgrading the encryption on the radios was also discussed at the EWGW meeting. Chief Williams stated, Jefferson County 9-1-1 Dispatch will be looking at this project in the future. Chairman Scullin inquired, what the cost would be for this type of project. Chief Williams stated, the cost will be anywhere from \$400 to \$700 per radio for the upgraded encryption software. Board Member Sides inquired if not having the upgraded software would interfere with talking to other counties. Chief Williams stated, it would not interfere, however, this will be something the Federal Government will be pushing towards in the future. Discussions were held regarding hacking the current radio encryption. Chairman Scullin stated, he also has concerns with the agency's emails being on an exchange server vs the cloud.

Jefferson County Emergency Services – Chief Williams stated, he gave an update on the new CAD system, dispatch policies and the progress with developing the closest equipment tables. Updated them on the PCS and if they should be giving the council guidance if any. Chief Williams stated, the chiefs would like to be more involved with the PSC and dealing with the county council. The agencies would like to see countywide fire training codes in order to be a firefighter in the county.

PSC Meeting –No report

Operations Committee – A large amount of agencies attended, and discussions were held regarding the dispatch polices and the sub-districts. The agencies had several good comments regarding the dispatchers on a number of hot calls over the past 30-45 days. We had some large first alarms in the Rock Community District. One being a woman trapped and Dispatcher Lisa Gore performed an excellent job talking the woman towards a window to be rescued. Board Member Sides stated, the holiday was a very busy day on the Sheriff radio and the dispatcher on the radio did a phenomenal job. He asked Chief Williams to pass that on to the dispatcher.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 31 employees with perfect attendance for the month January 2020.

Public Relations Report –Chairman Scullin presented the Public Relations

Education Report– Chairman Scullin presented the Education Report

Statistic Report: Chief Williams reported the following statistics for December 2019.

January 2020 19,742 Total Calls 5,545 9-1-1 Calls

Legal: None

Unfinished Business:

LOGISYS CAD - Chief Williams informed the board, CAD upgrade is coming along. Zones and Sub-Districts in the map are nearing completion. Chief Williams stated, at the last meeting a discussion was held regarding Jefferson County 9-1-1 Dispatch purchasing the hardware and software for the agencies we dispatch. He did reach out to a company the Sheriff's office used to purchase their tough books. The cost for Jefferson County 9-1-1 Dispatch would be approximately \$406,000 for the Fire, EMS. This would be providing one per Fire or EMS apparatus, one for the chief along with one for the duty officer. Any additional units would be purchased by each agency. Chief Williams stated, we would then reimburse the Sheriff's Office approximately \$240,000 for their recent purchase of the tough books purchased. Chief Williams stated, he has spoken to LOGYSIS regarding the MDT's. They recommended having the same type of tough book for all agencies. It makes everything run smoother for the radio technician. Chief Williams stated, he will have some hard numbers at the next meeting. We would only be purchasing the tough book, not the mounting equipment. This would be a onetime purchase for the agencies, similar to the radios. Each agency will also be responsible for their own data plan in the apparatus. Board Member Sides stated, he would like to see a larger discussion prior to a purchase. Issues would need to be addressed, such as who will maintain the tough book, when it becomes outdated, or if a device gets broken. We will need to troubleshoot some of the issues ahead of this type of project moving forward. Chairman Scullin inquired if any conversations have been brought to the Operations Meeting regarding the radios and if we have to stick with Motorola radios. Are there any problems with the Motorola radios? Chief Williams stated, we recommend staying with the Motorola radio because of the encryption. A different brand of radio would require all new code plugs. Chief Williams stated, these radios are holding up great.

Walnut Valley Demolition – Chief Williams presented the bids for the demolition of the Walnut Valley house.

The bids were as follows:

Vendor Name/Location	Bid Amount
CFE Desoto Mo	18,000
Exterior Creation Festus Mo	10,800
Finish Line Contractors St Louis Mo	12,871
Steve Ortman Excavating	15,350
Riggs Diggs LLC Fenton Mo	10,900
Gansner Excavating Crystal City	19,170
Stonegate Investment Group LLC Arnold Mo	17,500
Precision Landscaping Cedar Hill	15,000
Johnston Construction DeSoto	19,750
NCI Inc. House Springs	12,900
SJK Excavating	28,900
S Bollinger and Assoc. Hillsboro Mo	24,650
Tubbs and Son Construction Lonedell Mo	12,475

A Motion was made by Paul Mayer seconded by Gary Wright to accept the bid from Exterior Creations in the amount of \$10,800 for the demolition of the Walnut Valley property per Jefferson County specs and standards. The vote was as follows:

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

New Business:

Tractor Bids – Chief Williams presented the board with bids to purchase a 32-36 HP tractor with a front loader, brush hog, blade with a trailer. He informed the board, the tractor would be used to maintain the tower sites. Chief Williams informed the board, we would house the tractor at the back-up center. Board Member Mayer inquired about a warranty. Chief Williams stated, it does come with a warranty.

The bids were as follows:

DeSoto Equipment	\$24,695
Wades Equipment	\$25,025
Erb Equipment	\$24,550 (did not have trailer included)

A Motion was made by Gary Wright, seconded by Brian Taylor to accept the low bid and purchase the tractor from DeSoto Equipment. The vote was as follows:

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

Region 7 NG 9-1-1 Grant Program – A Region 7 meeting was held at our center with the surrounding counties. Chief Williams stated, there is grant funding available through Homeland Security for the Next Generation 9-1-1. Currently we have text to 9-1-1 through the TTY program. This does not allow for the caller to text us while we are texting them back. For us to upgrade to the new Next G 9-1-1 for the main facility, back-up center and our PSAPS the cost would be approximately \$81,406.50 for a five-year period. Chief Williams requested the board's permission to apply for the grant funds, which would be approximately \$14,000 for our agency. The board instructed the Chief to apply for the grant.

March Board Meeting Date – Chief Williams stated, he had the March board meeting on the agenda, however, the CALEA plans have changed and the meeting will not need to be moved. A discussion was held regarding who was attending the conference. Board Member Taylor was of the opinion, the agency should have a second employee trained on the CALEA position, if the event an employee could not make the conference and would be able to answer questions in front of the CALEA board.

IPAWS – Board Member Wright inquired about the IPAWS alert sent out over the weekend regarding the missing juveniles from the detention center. Chief Williams stated, the warning was actually sent out over the Code Red system. A discussion was held regarding utilizing the IPAWS notification system instead of the Code Red, because it would go to every cell phone, not just the phone that are signed up for Code Red. Board Member Wright stated this is why we need to have quarterly broadcast, to debug the system and see which one works the best. Board Member Sides suggested the policies for the Sheriff and our agency be updated and the employees be trained on the IPAWS system.

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 January 2020 bills presented in the amount of \$177,655.49 Checks 14782-14832 and EFTs. The vote was as follows:

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

Audit Report – Chairman Scullin presented the 2019 Annual Audit Report. A Motion was made by David Kennedy, seconded by Paul Mayer to approve and accept the 2019 Annual Audit Report. The vote was as follows:

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

Sales Tax Revenue: Chief Williams reported the sales tax revenue for the month of January 2020 was \$718,136.64.

Announcements: Chief Williams informed the board, David Bieser's father passed away the prior evening. He will inform the board of the funeral arrangements.

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
John Scullin	Yes

Report from Executive Session: None

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

Respectfully Submitted

John Scullin
Chairman

Vernon Cherry
Secretary