



TENTATIVE AGENDA
April 16, 2020
JEFFERSON COUNTY 9-1-1 DISPATCH
REGULAR MEETING OF THE BOARD OF DIRECTORS

Notice Posted April 8, 2020 at 2pm

Notice is hereby given that the Jefferson County 9-1-1 Dispatch will conduct a meeting at 2pm

April 16, 2020 (electronically with a link to be provided via social media)

at Jefferson County 9-1-1 Dispatch, 5475 Buckeye Valley Road, House Springs, MO 63051

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 (March 19, 2020)

Executive Session (March 19, 2020)

Guest Forum & Comments

Committees

Jefferson County Emergency Services Association

PSC

Operations Committee

Chief's Report

Perfect Attendance Report

Statistic Report (Monthly)

Public Relations/Education Report

Legal

Unfinished Business

CAD Upgrade

MDT Proposal

Amended Budget

New Business

Pandemic Operations

Financial

Current Expenses (April, 2020)

Monthly Audit Report

Sales Tax Revenue (March, 2020)

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
March 19th, 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
Brian Taylor -- Member
Andy Sides – Member
Gary Wright – Member

Absent: N/A

Also present:

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

Guests: None

Agenda –Chairman Scullin presented the agenda. Chief Williams requested we amend the agenda to include a resolution for tele-meetings. This will be discussed under legal business. A Motion by Paul Mayer, second by Vernon Cherry to approve the amended Agenda. All present were in favor.

Minutes – Chairman Scullin presented the minutes of the regular session meeting of February 20th 2020. A Motion was made by Paul Mayer, seconded by Gary Wright to approve the regular session minutes of February 20, 2020. All present were in favor.

Captain Andy Sides arrived at 2:02

Guest Forum & Comments: None

Committees:

Jefferson County Emergency Services- Chief Williams informed the Board an update was given on CAD, talk group changes to allow for communications between the Chief Officer at dispatch and Incident Command in the field. This is only for when the agency is in emergency operations.

PSC Meeting –Special Meeting on March 7th to discuss COVID19. Chris Hermann attended.

Operations Committee – CAD discussions, TG discussion for interop's

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 24 employees with perfect attendance for the month February 2020.

Public Relations Report –Chairman Scullin presented the Public Relations report. Chief Williams advised Public Relations has ceased due to the Corona Virus situation.

Education Report– Chairman Scullin presented the Education Report

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

February 2020 **19510 Total Calls** **5723 9-1-1 Calls**

Chief Williams advised this is about 200 more 911 calls than the previous February.

Legal: Chairman Scullin presented Resolution 2020-01. This Resolution allows for tele-meetings, in the event the Board is unable to meet in person, due to COVID19 restrictions. Counsel Sweeney advised many agencies are doing this in preparation of a possible quarantine, and this would enable the Board to meet electronically to continue operations as normal as possible. A Motion was made by David Kennedy, second by Gary Wright to adopt Resolution 2020-01. The roll call vote was as follows:

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

Unfinished Business:

LOGISYS CAD - Chief Williams gave an update on the CAD system project. Mapping and sub districts are complete. Deployment plans are nearly complete for EMS and Law. Fire is still working on their responses. Dave Bieser is working with the fire agencies remotely as we are in lock down at the current time. Four employees will be attending system admin training in Missoula Montana in the June time frame, Hardware is scheduled to be delivered and staged in April. Dispatcher training will occur in June-July time frame.

Chief Williams also advised that many agencies are changing from the original concept of closest equipment, and wanting their units dispatched first. At this time, law is still planning on closest equipment. Chairman Scullin was concerned of the liability on the agency by not using closest equipment, now that we have the capability to perform that task. Chairman Scullin requested the Chief work with Counsel to create a letter to be sent to the agencies advising them of the potential liability by not following closest equipment procedures.

Paul Mayer inquired if there was a deadline with the current CAD for ongoing maintenance. Chief Williams advised we are paying quarterly for the licensing and maintenance for Intergraph, and will continue to do so until we cut over to Logisys CAD.

Festus Special Road District

Chief Williams informed the board that Festus Special Road District has agreed to the 200.00 per radio annual fee for system usage. The radios have been ordered and will work with Counsel to create an interagency agreement between the agencies spelling out the conditions.

Region 7 NG911 Grant Funding

Chief Williams informed the Board he is working on submitting for a grant to provide for text to 911. The grant deadline has been extended to April 30th 2020 due to the pandemic.

Festus Police Radio System Usage

Chief Williams advised he met with Festus Police to discuss the possible radio system. Festus is proposing to purchase all the back office equipment, pay for the link into the system and provide their own radios. They would pay \$200.00 per radio per year for system usage. Chief Williams inquired if this was a path that the Board would be in favor of pursuing. Chief Williams also advised this plan would be in contradiction to the current agreements we have with Festus Fire, Joachim Plattin Ambulance and the City of Herculaneum, and a credit would be due to each agency if we changed the formula. The Board then discussed the pros and cons of the proposal, including if this moves us closer to the Vision of the Agency.

Board Member Andy Sides inquired what the cost to the agency would be for the credits to the agencies. Chief Williams advised it would be about 60k for JPAD and Festus Fire. Herculaneum would also get a credit, but the Chief did not have that number yet.

David Kennedy recommended the Chief continue to have conversations with Festus about the usage, and report back to the board with the financial ramifications to the agency.

Counsel Sweeney also mentioned the potential liability to the agency if we provide this service to Festus Police and wanted to contemplate the ramifications if a charter agency were to complain about Festus using this asset that was bought and paid for by the citizens of our Charter area.

IPAWS Update

Chief Williams informed the Board of the proper usage of IPAWS, and when it can be used. EMA has been made aware of the program for use during the pandemic. Chief Williams also informed the Board that IPAWS can only be used through our current engine of CODERED. Chief also gave an update on creating IPAWS test calls monthly. Crew Leads and Supervisors are being trained on the use of the system as well.

David Kennedy inquired who controls IPAWS for the County of Jefferson. Chief Williams advised any IPAWS calls can only be activated by 911 personnel, and entities we provide service for would need to contact us to make the calls.

Chief Williams also informed the Board that we would continue to use the automated weather warning through CODERED and it would be time consuming to launch an IPAWS call for weather related events.

New Business:

MDT Proposal:

Chief Williams advised the Board that we would need about 168 units for Fire, EMS and Muni Law Agencies. We are looking at two different models, a CF33 and an FZ55. Chief Williams advised we could discuss further after we discuss the Reserve Funds Policy.

Financial

Bills of the Session – Chairman Scullin inquired if we had already paid for the election, since it is being postponed. Short discussion ensued about the election postponement. A question was asked about members up for election, and what the ramification is if the election is postponed. Counsel Sweeney advised that all members would remain seated until the election was duly held.

The bills of the session were presented. A Motion was made by Brian Taylor seconded by Vernon Cherry to approve the March 2020 bills presented in the amount of \$297,637.76. including EFTS. The vote was as follows:

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

Monthly Audit Report – Chairman Scullin presented the monthly audit report.

Sales Tax Revenue: Chief Williams reported the sales tax revenue for the month of February 2020 was \$838,894.60.

Announcements: None

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

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

Report from Executive Session: Nothing to report.

A Motion was made by Chairman Scullin, seconded by Vernon Cherry to allow the Chief to work with the CAD vendor and the Sheriff's Office on the RFP to provide MDT's to our Fire/EMS and Muni Law agencies. Board Member Andy Sides inquired about any potential credit to the JCSO for reimbursement for the MDT's they have already procured. It was decided we would have a discussion at a later time about those potential credits. This motion would just be to allow the Chief to continue the investigation of costs and when those costs are nailed down, the Chief will seek approval from the Board. All in favor.

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