

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
May 21, 2020

A regular meeting of the Jefferson County 9-1-1 Dispatch Board was duly called to order at 2:02 pm with an electronically linked social media source 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: None

Also present:

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

Guests: James Boxx (Jeffco 911), Michelle Arnett (Jeffco 911),
Kevin Carberry (Leader Newspaper)

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

Minutes – Chairman Scullin presented the minutes of the regular session meeting of April 16, 2020. A Motion was made by David Kennedy, seconded by Vernon Cherry to approve the regular session minutes of April 16, 2020. All present were in favor.

Guest Forum & Comments: None

Committees:

Jefferson County Emergency Services- Video meeting was held and the general discussion was about developing an expedited process to distribute supplies in situations like the pandemic.

PSC Meeting –No meeting

Operations Committee – No meeting

Chief's Report:

Perfect Attendance – Acting Chief Bieser reported, the agency had 29 employees with perfect attendance for the month April 2020.

Public Relations Report –Acting Chief Bieser reported the Public Relations. We participated in a couple of birthday parades.

Education Report– Acting Chief Bieser presented the Education Report.

IPAWS – Acting Chief Bieser informed the board, the monthly IPAWS testing was performed in order to stay in compliance.

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

March 2020 **18,971 Total Calls** **5,566 9-1-1 Calls**

He advised, we had 4,392 less of total calls than April of 2019. 1,100 less 9-1-1 calls.

Generator Power – Main facility experienced a 7-hour power outage due to a tree on the wires in the area. The power outage caused the well pump to malfunction. Contact was made with Buechting Drilling and they were able to talk us through the process to get the pump running again.

Legal: None

Unfinished Business:

LOGISYS CAD - Acting Chief Bieser informed the board, all the responses have been completed. We are having weekly phone calls with LogiSYS. The last call was a 2 ½ hour session showing he and Communications Supervisor Michelle Arnett all the function of the CAD. The map was very impressive and we are finally able to use the map John Lewis has built over the years. We have also met the next milestone and will be making the next payment. We have provided them with the initial information needed to begin the building of the new CAD. We will continue to compile more information for enhancements. Hardware should be delivered the week of June 8th. Next phase will be us testing on site at the back-up center.

MDT Proposal: Acting Chief Bieser informed the board, Chief Williams has been working on the MDT project with Sergeant Tindall with regards to the RFP. They have received some preliminary numbers and awaiting awarding of the bid by the County Council. At that time Jefferson County 9-1-1 Dispatch would need to decide on the style of computer from the approved list to purchase the 169 devices need for the agencies. Board Member Kennedy stated the staff has done a good job on providing the information needed to purchase devices for this project. This project will cost Jefferson County 9-1-1 Dispatch approximately \$500,000 and he was not comfortable moving forward with this purchase until we can see our upcoming revenue. We can continue to move forward with gathering information for the purchase. Chairman Scullin agreed and suggested a work session be scheduled. Board Member Sides stated, speaking from experience, there are hidden cost involved. Depending on the type of MDT purchased, there are certain additional cost such as, power sources, docking stations, the Microsoft Platform for 150 computers runs approximately \$30k to \$40k, Internet cost is approximately \$54 a month, anti-virus cost. The Sheriff office has to pay \$45K to REJIS and the IT department to install everything and get the computers up and running. He also agreed on having a work session. Board Member Sides stated, if Jeffco 911 is going to provide these computers to all the agencies, the last thing he wants to see happen, is they end up being a paperweight due to hidden cost involved in the operation of this program. Board Member Mayer stated, the \$500,000 cost is just for the Fire, EMS and the municipalities computers. There will be an additional cost for the 150 computers that have already been purchased by the Sheriff's Office. Board Member Kennedy agreed. Acting Chief Bieser stated, the pricing on the computers will be good for one year. Acting Chief Bieser informed the board, the agencies have been informed they would be responsible for their internet connection and the docking stations. He also stated, Sergeant Tindall has been in contact with a company that is quoting cradles and docking stations at a 40% discount. Board Member Sides stated, the company is Gamber Johnson. Chairman Scullin suggested having a drop box set up with all the MDT information for the board to access.

Pandemic Operations: Acting Chief Bieser informed the board, we are still working out of both facilities. Woodard Restoration has been spraying both buildings bi-weekly. UV Lights have been used in the buildings. Employees only in the building and temperatures are taken upon arrival. Each employee has been issued a K95 mask. Mask will be disinfected at one of the ambulance districts (Big River or JPAD) when needed. We continue to stay in contact with the Health Department for updates. Acting Chief Bieser informed the board, we will be moving all employees back to the main center in June. Once the LogiSYS equipment arrives it will need to be set up at the back-up facility. New policy will be put in place with regards to screening, mask wearing and cleaning at shift change. This will assist to keep cross contamination down. The board agreed, if we have a protocol in place, they are fine with having the staff back together. St. Louis County is offering anti-body testing to our employees free of charge. Nineteen of our employees have signed up for the test. Board Member Mayer inquired if the board could be included in the testing at their own cost. Board Member Sides inquired about the results. Attorney Sweeney stated, we should not know the results. Acting Chief Bieser stated, the results will be given to each employee individually.

New Business:

Genesis (Tri-County Radio Reporting System) – Acting Chief Bieser presented the Genesis contract to the board for approval. Genesis is the reporting system used for the Radio system. Hardware and software was installed a few months prior and is being utilized. Jefferson County 9-1-1 Dispatch’s portion of the yearly cost for the Tri-County reporting system is \$5,157.15. The cost includes, support, analysis, updates and upgrades. The contract has been reviewed by Attorney Sweeney. Acting Chief Bieser recommended the board approve the contract. A Motion was made by Gary Wright, seconded by David Kennedy to enter into the Tri-County contract with Genesis. All present were in favor.

Network Upgrades:

Acting Chief Bieser stated, he and Chief Williams have been working on the following Network Upgrades during the last year and waiting on quotes from REJIS. We have finally received the quotes for the following upgrades.

Redundant Network Switches – Acting Chief Bieser presented the proposal for the Redundant Network Switches. The cost is \$9,196.00 for a total of 4 switches, two for each location. This will provide redundancy in our network. We are currently working on a borrowed switch from REJIS and this purchase is necessary. A Motion was made by Paul Mayer, seconded by David Kennedy to purchase the Redundant Network Switches. All present were in favor.

Network Security - Network Security is a replacement of the current Barracuda firewalls. Our maintenance agreement with Barracuda runs out at the end of this month. A SonicWALL device will be for the Internet Firewall and Trend will be used for the Spam Firewall.

Option 1 is a single layer internet firewall and using Trend for the spam firewall. (Cost \$4,854.18)

Option 2 provides redundancy in the internet firewall which will work better with hosting CAD’s and email The yearly cost is less than the current Barracuda contracts and will completely pay for itself in 2-3 years. If a failure occurs the redundancy will protect the dispatcher from having to log back into their computer. (\$7,661.33)

Acting Chief Bieser recommended Option 2 to the board for approval. He stated, the redundant security for the internet is needed. We host our ITI CAD system through the internet. It eliminates a piece of hardware we are currently using that will no longer be usable next year.

A Motion was made by Gary Wright, seconded by Brian Taylor to approve Option 2 and move to the new Network Security software. All present were in favor.

E-Mail Server – Acting Chief Bieser informed the board the current email server we host in house is going on 10 years old. 4-5 years past the age of a server. We have been trying to get out of the email business, however, have been stymied by the third party products that we are using. We are changing CAD’s and the third party products will not be used anymore. Microsoft is now offering Outlook 365 which is more reasonably priced compared to Office 365. Office 365 is \$224 per account for a yearly expense of \$11,220. Outlook 365 is \$38 per account for a total of \$1,938 per year. This purchase and move will not be done until we have moved to the new CAD. It was Acting Chief Bieser’s recommendation to change to the new email server option, so we can move forward with the preparation needed. After a discussion the board was in agreement to move towards new technology and move forward with the preparation.

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 May 2020 bills presented in the amount of \$162,189.06. Checks #14916-14957 (including EFTS. The vote was as follows:

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

Andy Sides Yes
David Kennedy Yes
John Scullin Yes

Monthly Audit Report – Monthly Audit report presented

Sales Tax Revenue: Assistant Chief Bieser reported the sales tax revenue for the month of March 2020 was \$656,249.39. Up 96,000 YTD

Announcements: None

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

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

Report from Executive Session – The board voted and formally recognized David Bieser as the Acting Chief of Jefferson County 9-1-1 Dispatch during the absence of Chief Williams.

A Motion was made by Andy Sides, 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