

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
November 21, 2019

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 (arrived at 2:10)
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), Shop Steward Michael Prater (Jeffco 9-1-1), Jim Terry

Agenda –Chairman Scullin presented the agenda. Chief Williams requested the agenda be amended to include Election Resolution under Legal. A Motion was made by Vernon Cherry, seconded by Andy Sides to approve the amended agenda. All present were in favor.

Minutes – Chairman Scullin presented the minutes of the regular session meeting of October 17, 2019. A Motion was made by David Kennedy, seconded by Brian Taylor to approve the regular session minutes of October 17, 2019. All present were in favor.

Guest Forum & Comments:

Shop Steward Prater informed the board, Tim Hoffman has been promoted to Business Manager for Local 2665 and Paul Vessels is our new representative.

Committees:

East West Gateway Communication Core Group- Chief Williams informed the board the microwave update is complete. New security registration forms need to be completed in order to be eligible for Federal funds.

Jefferson County Emergency Services – No report

PSC Meeting –Chief Mike Arnhart has been appointed to the PSC board to represent the fire districts and they will be appointing a second person to represent the general public.

Operations Committee – General discussion were held with regards to the new CAD system

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 23 employees with perfect attendance for the month October 2019.

Public Relations Report –Chairman Scullin presented the Public Relations Report. Chief Williams reported t the Trunk or Treat had a good showing of citizens. We dispatched Fire/EMS out of the backup center for the citizens to observe. Several agencies participated, Cedar Hill Fire had their smoke house at the event decorated as a haunted house, Byrnes Mill Police, Sheriff's Department and a tow company.

Education Report– Chairman Scullin presented the Public Relations Report

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

October 2019 22,945 Total Calls 6,820 9-1-1 Calls

(3 answered below acceptable time frame, due to call volume)

Chief Williams reported, the installation of three additional call-taking stations has been completed.

Legal:

Chairman Scullin presented and read election resolution 2019-11-1 for adoption. The Resolution was to place the open board seats on the April 7, 2020 ballot. A Motion was made by Gary Wright, seconded by Brian Taylor to adopt Resolution 2019-11-1. The vote was as follows:

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

Vice-Chairman Mayer arrived at the meeting at 2:10

Unfinished Business:

IPAWS – Chief Williams informed the board, he is working with Onsolve (Code Red), the IPAWS provider to schedule some training for the supervisors on the IPAWS system. Board Member Wright inquired about a time line on the training. Chief Williams stated within the next month.

Code Red – Code Red now has a new feature which is text to enroll. We will launch a campaign within the week on Facebook, twitter and the newspaper to get the word out about the new feature.

LOGISYS CAD - Chief Williams informed the board, CAD hardware has been ordered. Assistant Chief Bieser is working with the ambulance districts to build the response plans for the map. John Lewis is working on the speed limits on the map. We are looking at March/April for the map with a goal of May 2019 for the launch.

Chief Williams reported, 35 Mobile Data Terminals have been deployed to the Sheriff Department. The Sheriff will only be installing the devices in the command staff vehicles for the time being. Board Member Kennedy inquired about the cost per device. Chief Williams stated, the agencies are purchasing their own hardware and Jefferson County 9-1-1 Dispatch cost is approximately \$850 per device for the license. Board Member Sides stated, the Sheriff Department spent approximately \$350,000 on the hardware. Chief Williams stated, the price for one unit with hardware and software is about \$4,000.

New Business: None

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 November 2019 bills presented in the amount of \$244,747.75. Checks 14646-14691 and seven EFTs. Chairman Scullin inquired about the charge on the credit card to PCM. Chief Williams informed the board the charge is for computer supplies; the vendor previously was Tiger Direct. The vote was as follows:

Gary Wright	Yes
Brian Taylor	Yes
Vernon Cherry	Yes
Andy Sides	Yes

Paul Mayer 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 October 2019 was \$631,247.23.

Announcements: Chief Williams invited the board to the Holiday luncheon that will be held at the center on December 17, 2019 at 12:30.

Employees will be participating in the shop with a Hero programs throughout the county.

Employees have adopted a family for Christmas. (Single dad with three sons)

CALEA was onsite for the audit and completed it yesterday. Everything went well and we should be re-accredited in March. Chief Williams thanked the administrative staff for working hard and getting the proofs together for the Accreditation Manager to submit.

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
Brian Taylor	Yes
Andy Sides	Yes
Vernon Cherry	Yes
Paul Mayer	Yes
John Scullin	Yes

Report from Executive Session: Administrative increases were discussed and no action was needed on the approved 2020 budget that included the administrative increases.

A Motion was made by David Kenney, seconded by Brian Taylor to adjourn the open session of the meeting. All present were in favor.

Respectfully Submitted

John Scullin
Chairman

Vernon Cherry
Secretary