



TENTATIVE AGENDA
November 21, 2019
JEFFERSON COUNTY 9-1-1 DISPATCH
REGULAR MEETING OF THE BOARD OF DIRECTORS

Notice Posted November 14, 2019 at 2pm

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

November 21, 2019 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 (October 17, 2019)

Executive Session (October 17, 2019)

Guest Forum & Comments

Committees

East West Gateway Communications Core

Jefferson County Emergency Services Association

PSC

Operations Committee

Chief's Report

Perfect Attendance Report

Statistic Report (Monthly)

Public Relations/Education Report

Legal

Unfinished Business

IPAWS

CAD Upgrade

New Business

Financial

Current Expenses (November, 2019)

Monthly Audit Report

Sales Tax Revenue (October, 2019)

Announcements

Holiday Luncheon December 17, 2019

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
October 17, 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 Vice-Chairman Mayer. The following members of the Board were in attendance.

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

Absent: John Scullin - Chairman
Andy Sides – Member

Also present:
Travis Williams – Chief
Bob Sweeney – Attorney
Penni May – Business Manager

Guests: Assistant Chief David Bieser (Jeffco 9-1-1), Kevin Carberry (Leader Publications), Michelle Arnett (Jeffco 9-1-1)

Agenda –Vice-Chairman Mayer presented the agenda. A Motion was made by Vernon Cherry, seconded by Gary Wright to approve the agenda. All present were in favor.

Minutes – Vice-Chairman Mayer presented the minutes of the regular session meeting of September 19, 2019. A Motion was made by David Kennedy, seconded by Vernon Cherry to approve the regular session minutes of September 19, 2019. All present were in favor.

Guest Forum & Comments: None

Committees:

East West Gateway Communication Core Group- Chief Williams informed the board the group has been meeting bi-monthly. The microwave routers have all been upgraded to the latest revision. Discussion were held with regards to upgrading the radios on the microwave backbone system. The current radios on the system will need to be replaced in the 2023 timeframe. Grant writing process will begin, however, the cost for Jefferson County 9-1-1 Dispatch radios will be approximately 1.6 million dollars at today's cost. The cost will be higher in 2023, we have projected an amount of 2 million. The upgrade will allow for a much faster radio system. Chief Williams stated the total project cost for all three counties will be approximately 8 to 10 million dollars' today's cost. Board Member Kennedy inquired about the type of radios the Chief is referencing. Chief Williams informed the board, they are the microwave system radios, which is basically the backbone of the radio system that actually transmits the radio coverage from one tower site to another. Board Member Kennedy inquired if the upgrade is necessary. Chief Williams stated, the upgrade is necessary due to the fact, we would become handicapped with the system and not be able to get the parts needed for repair in 2023.

Jefferson County Emergency Services – Chief Williams reported, discussions were held regarding the new CAD upgrade with the feature that recommends the closest equipment to the emergency. A representative was at the meeting from PAS with an employee assistance program. The badge to badge group was also discussed. An update on the statewide emergency coordination was given.

PSC Meeting – Health Department reported Jefferson County has had their first reported vaping illness. The Regional Mitigation Plan has been submitted to the County Council for resolution and adoption. Highway Department is done chipping and sealing for the year. Chief Mike Arnhart is the new Fire Representative on the PSC. He spoke at the meeting about 9-1-1 and the funding issues and how detrimental it will be to all the emergency services is the sales tax gets rolled back.

Operations Committee – No meeting

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 27 employees with perfect attendance for the month September 2019.

Public Relations Report –Chief Williams presented the Public Relations Report. Trunk or Treat is scheduled for 11/1/2019 at the back up facility.

Education Report– Chief Williams presented the Education Report. Chief Williams informed the board, Geri Mayer is currently teaching an APCO class. This is a certification that is mandated by the State of Missouri. Board Member Wright inquired if the Festus and Pevely dispatchers are APCO certified. Chief Williams stated, he does not know if they are certified. Board Member Wright asked what are the ramifications if dispatchers are not certified. Chief Williams stated, the Missouri 9-1-1 service board is just now getting organized and eventually they should be auditing the agencies to verify they are following the Missouri standards. We are review by MOPERM our Errors & Emissions Insurance and CALEA.

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

August 2019 23.270 Total Calls 6,866 9-1-1 Calls

Board Member Kennedy stated, the average number of people calling the 9-1-1 center in one day is 750. Chief Williams stated, that is correct.

Legal:

Medical Control Agreement - Chief Williams informed the board, for years we have been under the Medical Control umbrella with Rock Township Ambulance through the former St. Anthony's. Rock Township Ambulance has moved their medical control to Washington University. Chief Williams stated, he has had discussions with the Rock Township Ambulance staff regarding a new contract for our medical control. Chief Williams stated, the previous medical control we utilized seemed to be very limited. The proposal from the Washington University medical director offers much more hands on control with reviews of our protocol and more site visits. Chief Williams informed the board, Assistant Chief Bieser and Supervisor Michelle Arnett are both EMDQ certified, which allows for the review and grading of 9-1-1 calls and our dispatchers giving pre-arrival EMD instructions. Chief Williams stated, by Missouri State Statute we are required to have medical control and we need some outside oversight. The proposal cost is \$4,000 annually which will provide oversight and 5 hours of training per month. They will work with Michelle on the quality control reviews. Chief Williams was of the opinion Washington University would be the best fit for our center and recommended entering into the contract. A Motion was made by Gary Wright, seconded by Brian Taylor to enter into the medical control agreement with Washington University. The vote was as follows:

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

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. FEMA has now mandated the testing of the IPAWS system monthly. Board Member Wright requested the system be researched to see what type of incidents qualify for activation privileges.

LOGISYS CAD - Chief Williams informed the board, we are continuing to work with LOGISYS. Dave Bieser is working on creating the tables for the conversion and John Lewis is busy building street classifications. There are several speed issues and MSAG issues on the mapping data. The hardware will be ordered through REJIS. In order for the select and recommend to work, the street data has to really be scrubbed and John Lewis is undertaking that project. All road must have a speed limit.

Project Updates -

MDT – We currently have approximately 22 MDT's deployed to the command staff at the Sheriff's Office and seem to be working well. Vice-Chairman Mayer asked Board Member Taylor to keep the board informed of the advantages of the MDT's with regards to traffic stops and officer safety. Board Member Taylor stated, it has cut down on radio traffic and they have assisted the officers with marking themselves out on traffic stops which is huge for office safety. Chief Williams stated we will be working with the Sheriff's Department to develop some policies for the MDT's.

Board Member Kennedy stated, the MDT's seem very helpful to the emergency responder along with being a huge tool for emergency personnel safety. He would like to see Jefferson County 9-1-1 Dispatch being able to provide the software and hardware for all our emergency agencies in the future.

9-1-1 Call Taking Positions – Two additional call taking work stations will be installed on October 28, 2019. We will also be updating the VIPER system at the main facility, back-up facility and both of our PSAP's.

Tower Site Security – Chief Williams stated the security camera installation is nearing completion.

CALEA – CALEA is remoting in this week for some assessment and will be on site in November for our re-accreditation.

Radio Upgrades – Radio Technician Nahlik has upgraded about 95% of the radios on the system with the new firm ware and fleet map changes requested by the agencies.

Weatherized Buildings - The tower site buildings have been weatherized for the winter.

System Network Upgrade – Motorola will begin the upgrades to the fixed network equipment in December. There will be some upgrading to software and hardware on site. The upgrade will keep our radio system within two years.

Paylocity HR Software – Chief Williams informed the board, Penni has been working with a new payroll company for the last 60 days to implement a new software that will eventually allow for the employee to have all of their information online and on a mobile device. This will allow the employee access to their time totals, paystubs and insurance benefit coverages. Penni stated, it will take some time to build all the facets of the programs. Board Member Kennedy inquired if the employee benefits sheets will be completed for 2019. Penni informed the board, those sheets will be completed and distributed in January 2020.

New Business:

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 October 2019 bills presented in the amount of \$185,690.45. Checks 14607-14645 and eight EFTs. The vote was as follows:

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

Monthly Audit Report – Vice Chairman Mayer presented the monthly audit report.

Sales Tax Revenue: Chief Williams reported the sales tax revenue for the month of September 2019 was \$768,823.80. Less than .7% growth. Board Member Kennedy inquired about the possibility of DOR rolling back out sales tax revenue even though the citizens voted to keep the ½ cent sales tax revenue in place. He also reminded the board, the impact this lose in revenue would have on the agencies involved and future projects.

Announcements

Eureka Annexation – Board Member Taylor inquired if the Eureka annexation has caused any problems for the dispatching. Chief Williams informed the board, He and John Lewis have worked with the St. Louis County people in rerouting the ESN for the call to go to the proper PSAP. Chief Williams is also working with Captain Higginbotham with regards to placing the Eureka talk group in the radios for the guys on the road. Board Member Kennedy inquired about how a cell phone in the Eureka area will be routed to the correct PSAP. Chief Williams stated, most cell towers have three sectors and we route those calls by sector and hopefully they will be routed to the correct PSAP. He also stated we do use a company (Commsearch) that will test the routing of those calls.

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
Vernon Cherry	Yes
Paul Mayer	Yes

Report from Executive Session:

A Motion was made by David Kennedy, seconded by Gary Wright to hire Angela Edmond full-time and the level 3 status. The vote was as follows:

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

A Motion was made by Gary Wright, seconded by Vernon Cherry to adjourn the open session of the meeting. All present were in favor.

Respectfully Submitted

John Scullin
Chairman

Vernon Cherry
Secretary