

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
January 21, 2021

A regular meeting of the Jefferson County 9-1-1 Dispatch Board was duly called to order at 2:00 pm with an electronically linked social media source by Board Member David Kennedy. 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
David Bieser – Assistant Chief
Penni May – Business Manager
Bob Sweeney - Counsel

Guests: Chris Hermann, Tom Nahlik, Michelle Arnett, Angie Edmond, Tanya Moder, Lisa Gore, Janet Smith, Kara Lewis, Michael Prater, Bailey Epple, Sarah Sherin, Cheyenne Fowler, Adrienne Mayberry, Natalie Lewis, Rich Wichmann, Megan Pusateri, Becca Presnell, Nichole O’Harver (Jeffco 9-1-1) and Donna Forgy

Agenda – Board Member Kennedy presented the agenda. Chief Williams requested the agenda be amended to include Union Negotiating Committee under Legal. A Motion was made by Vernon Cherry, seconded by Brian Taylor to approve the amended Agenda. All present were in favor.

Minutes – Board Member Kennedy presented the minutes of the regular session meeting of December 17, 2020. A Motion was made by Vernon Cherry, seconded by Gary Wright to approve the regular session Minutes of December 17, 2020. All present were in favor.

Guests Forum & Comments – Shop Steward Mike Prater inquired about the problems with the CAD. He inquired since Intergraph is running in the background, does the board have a back-up plan for the CAD in the event the issues cannot be rectified. Chairman Scullin stated, we do have Intergraph running in the background, however, we are making progress with Logysis and it will be discussed in closed session under contracts.

Jefferson County Emergency Services – Chief Williams informed the board; the meeting was short. The agencies were made aware of Chief Mike Arnhart’s retirement from Antonia Fire Protection District. COVID discussions were held.

PSC Meeting – No Meeting

Operations Meeting – Discussions were held regarding the new CAD and Mobile Data Terminals. A fire CAD committee was formed. Members of the committee will be on site to meet and discuss problems with Logysis when they are in town.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 30 employees with perfect attendance for the month December 2020.

Public Relations Report – Chief Williams stated, the Public Relations report was emailed to the board for their review.

Education Report – Chief Williams stated, the education report was emailed to the board for their review.

Statistic Report - Chief Williams reported the following statistics for the month December 2020

December 2020 19,604 Total Calls 6,228 (9-1-1 Calls) 2 calls fell below acceptable

Legal:

Festus Radio Intergovernmental Agreement – Attorney Sweeney informed the board; he and the City of Festus legal counsel have completed the wording for the Intergovernmental Radio Usage Agreement. The Agreement has been approved by Chief Williams, Festus Police Chief Tim Lewis, and the City Administrator. The agreement was ready to be submitted to the City of Festus. The agreement indicates the City of Festus will purchase all the back-office radio equipment along with paying an annual fee of \$200 per radio. The draft agreement had been emailed to the board prior to the meeting. A Motion was made by Chairman Scullin, seconded by Brian Taylor to authorize Chief Williams to execute the document and to enter into the Intergovernmental Agreement with the City of Festus. Chief Williams stated, this agreement will allow for better radio interoperability between Festus Police, Crystal City Police, the Sheriff Office, and the State Highway Patrol. Board Member Taylor stated, this agreement will bring Jefferson County 9-1-1 Dispatch closer to our Vision Statement. From a safety perspective, this is a huge communication jump for the law enforcement agencies involved. Board Member Kennedy stated, one of the visions for Jefferson County 9-1-1 Dispatch, has always been so people can communicate. This project brings us closer to that completed vision. Chief Williams stated, the city of Festus did have some dead radio areas in their city, so this is good for their officers. Board Member Mayer inquired as to when the project would be up and running. Chief Williams stated, sometime in the June-July timeframe. The following roll call was taken on the Motion.

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

Attorney Sweeney stated the agreement will be approved at the January 25, 2021 Festus meeting.

Vice Chairman Kennedy informed Board Member Mayer, he was glad to see him back at the meetings and feeling better.

Union Negotiations - Chief Williams informed the board, he was contacted by Shop Steward Mike Prater requesting for the 2022 union negotiations to begin. They would like to get the contract completed early in the year. At that time, the following board members volunteered to serve on the union negotiation sub-committee.

John Scullin and Gary Wright

Unfinished Business:

CAD Report – Chief Williams reported, Logysis was on site the week prior and he and Assistant Bieser had been having bi-weekly calls with them. While they were on site, they did fix several problems and met with some of the Fire/EMS agencies. Worked out some issues on the fire side with the MDT's. Things seem to be going better for the dispatchers. Chief Williams stated, he is comfortable with the progress we are making with the new CAD system. The Sheriff Office has indicated everything seems to be working well with the CARES interface and report writing.

Board Member Mayer inquired about the weirdness with the tones not working correctly and the closest equipment not working correctly. Are these some of the things that are ironed out.? Chief Williams stated, he believes the tones issue has been ironed out. We do still have an issue with the agencies getting numerous notifications on their phones.

We do still have issues with closest equipment. This is going to take some time, because it will need to be rewritten for each department. We will be using the data that is currently in the run card program to build these responses.

MDT Rollouts – Chief Williams informed the board; we are about 75% done with the programming of the MDT's. We still have some municipalities to complete along with some additional fire department units. We have some licensing issues with the net motion, a software that runs behind the MDT. We will be ordering some more licenses to complete the project. Logysis did make a lot of changes to the user interface for the MDT's, making it more user friendly. We are still working on some mapping issues. Some agencies are requesting an audible direction feature when using the map to respond to a call.

Pandemic Operations – Chief Williams stated, we are still taking temperatures of employees upon their entrance to the building. We have not had the building sprayed recently, we are planning on having that done within the next week or two. Chief Williams did pass on an online register link from the health department for any employee interested in a COVID vaccine, to be put on a call list. We currently have one employee out with COVID in the home. Shop Steward Prater had a question regarding vaccines being received on duty (**question was inaudible**). Board Member Kennedy requested Chief Williams speak with Shop Steward Prater after the meeting.

LAGERS (L-12 Level) – Chief Williams stated, a discussion was held at the December meeting regarding moving the agency to the L-12 Level of LAGERS. The board requested we obtain the cost for that level increase. Penni did receive the numbers and had forwarded them to the board for review. Chief Williams stated, the increase would be 3.4% increase over our current contribution rate. This would be approximately about \$81,000 for the year 2021. Chief Williams informed the board, it would be his recommendation to move the agency to the L-12 Level. The funds have not been placed in the line item for 2021, however, the funds have been placed in the reserve funds for this action. If the board chooses to increase the level to the L-12, there is a 45-day notification process that must be met, prior to adopting the increase resolution. If the board agrees the 45-day process could begin today. Board Member Kennedy inquired, when we increase this type of retirement benefit, to what extent does it help us to become more competitive with either retaining or obtaining high-quality personnel? He also inquired if any other agencies in the county are at the L-12 level. Chief Williams stated, any time we improve our

benefits package, it will help retain and attract quality personnel. The county currently has its employees at the L-12 level along with some of the fire agencies. Chairman Scullin stated this is a part of our vision with regards to recruitment and retention of employees. This will assist us in stabilizing our employee base and is realistically within our budget.

Board Member Sides inquired if the increase of the LAGERS was the only tool projected to be used to attract and retain employees. He also inquired if we are looking at increasing salaries and how would that impact the L-12 Level cost factor. Chief Williams stated, the LAGERS increase would not be the only step used, he also will be looking at salary increases to assist with the recruitment and retention of employees.

Chairman Scullin stated, even though we still have the Sales Tax issue to resolve, we cannot remain at a standstill. Plans need to be discussed and the agency needs to move forward with those plans. He was of the opinion; this was the reasoning for the union requesting to begin negotiations earlier.

Board Member Wright inquired if we are working on a new recruitment plan for the agency. Chief Williams stated, we are developing a new recruitment plan along with a training academy that is more regimented prior to the dispatcher hitting the dispatch floor.

A Motion was made by John Scullin, seconded by Vernon Cherry to authorize the Chief to proceed with the increase to the LAGERS L-12 process and start the standard procedure for the increase. The vote was as follows:

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

Budget Update (Salary) Chief Williams informed the board, when the 2021 budget was approved and the starting salary was increased to \$35,000, an additional step of \$37,500 was necessary between the starting pay and the next level of \$40,000. The employees that had one year of service, were move up to a salary of \$37,500 and will go to the \$40,000 on the next step. This adjustment did affect 7 employees; therefore, it needs to be recorded in the minutes. The board acknowledge the information and instructed the Chief to move forward with the level of \$37.500 as indicated.

New Business:

Leadership Development Course – Chief Williams informed the board; a Leadership Workshop has been recommended for a Professional Development class for the Management and Support Staff. The course will run nine weeks at a total cost of \$14,400 for all staff involved. Chief Williams requested the board's approval for the training. A Motion was made by John Scullin, seconded by Andy Sides to approve the training segment at a cost of \$14,400. The vote was as follows:

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

Financial:

Bills of the Session – The bills of the session were presented. A Motion was made by Gary Wright, seconded by Andy Sides to approve the January 2021 bills presented in the amount of \$168,790.15, checks 15292-15333 (Including EFT's). The vote was as follows:

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

Monthly Audit Report – Chief Williams informed the board; the 2020 audit will be done offsite this year due to COVID. He and Penni have taken all our records to the auditor's office for processing.

Sales Tax Revenue – Chief Williams reported the sales tax revenue for the month of December 2020 was \$871,355.81. Our revenue was up \$592,000 for the 2020 year.

Announcements – Chairman Scullin thanked all the employees for attending the meeting and reassured them their voices are being heard.

A Motion was made by Brian Taylor, 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:

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

Report from Executive Session – None

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

Respectfully Submitted

John Scullin
Chairman

Vernon Cherry
Secretary