



TENTATIVE AGENDA
November 18, 2022
JEFFERSON COUNTY 9-1-1 DISPATCH
REGULAR MEETING OF THE BOARD OF DIRECTORS

Notice Posted November 15, 2022

Notice is hereby given that the Jefferson County 9-1-1 Dispatch will conduct a meeting at 10:00 am

November 18, 2022 at Jefferson County 9-1-1 Dispatch, 5475 Buckeye Valley Road, House
Springs, MO 63051 (electronically with a link to be provided via social media)

<https://us06web.zoom.us/j/88165972063?pwd=S0ppRkdQTctDL2d4NWlJbWRreWEwUT09>

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 21, 2022)

Executive Session (August 23, 2022, October 21, 2022)

Guests Forum and Comments

Committees

Jefferson County Emergency Services Association

Operations Committee

Chief's Report

Perfect Attendance Report

Monthly Statistics Report

Public Relations/Education Report

Project Updates

Unfinished Business

Syntrio Lighthouse Hotline/Training

Office@Hand Phone System

Security Camera Proposal

Local 2665 Health and Welfare Fund

Legal

New Business

Financial

Current Expenses (November, 2022)

Sales Tax Revenue (November, 2022)

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
October 21, 2022

A regular meeting of the Jefferson County 9-1-1 Dispatch Board was duly called to order at 10:00 am at Jefferson County 9-1-1 Dispatch including an electronically linked social media source (ZOOM) by Chairman John Scullin. The following members of the Board were in attendance.

John Scullin – Chairman (via zoom)
Paul Mayer – Vice-Chairman (via zoom)
Brian Taylor – Secretary
David Kennedy – Member

Absent: Jamie Guinn – Member
 Andy Sides – Member
 John Whitehead – Member

Also present: Travis Williams – Chief
 David Bieser – Assistant Chief
 Penni May – Business Manager
 Bob Sweeney – Counsel (via zoom)

Guests: Chris Hermann (911), Angie Edmond (911), Shawn Legens (911), Tom Nahlik (911)
Mike Prater (911)

Agenda –Chairman Scullin presented the agenda. A Motion was made by David Kennedy, seconded by Brian Taylor to approve the agenda. All present were in favor.

Minutes –Chairman Scullin presented the minutes of the regular session meeting of September 16, 2022. A Motion was made by Brian Taylor seconded by David Kennedy to approve the regular session Minutes of September 16, 2022. All present were in favor.

Guests Forum & Comments: None

Committees:

Jefferson County Emergency Services – No report

PSC Meeting – No report

Operations Meeting – Chief Williams reported, discussions were held regarding the new radios and discussions were held with regard to the MDT's not populating the location in CAD. The problem has been rectified.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 27 employees with perfect attendance for the month September 2022.

Call Statistics

Total Calls 19,133

9-1-1 Calls 5,939 (all calls were answered within the acceptable time frame.)

We are seeing less calls coming in on the ten digit lines. We are attributing that decrease to the agencies becoming familiar and utilizing the new Mobile Data Terminals. The Sheriff's office and all the municipalities are now connected to the CARES network. All the EMS agencies are now on the same ESO platform for reporting.

Public Relations Report – Chief Williams submitted the Public Relations Report and informed the board, Jefferson County 9-1-1 Dispatch will hold their trunk or treat on October 28th at the back-up facility.

Education Report – Chief Williams submitted the Education Report.

Microwave System Battery Installation - We currently have 12 of the 18 tower sites completed. Shawn has been the liaison for the installers. We are storing the batteries at Antonia House One. The NSP has also been installed at the Hillsboro site and we are working on getting it configured.

Hardware Upgrades for the Main Facility and the Back-up Facility – Dave Bieser has all the new workstations for CAD installed with the exception of one, we are waiting for assistance from Intergraph. New servers have arrived; we will be working with Intergraph to get all the data moved from old to new. Motorola upgraded all the radio workstations a few months ago. So we are in good shape.

Pevely P.D. – Tom Nahlik has been working with Motorola for the cut-over of Pevely P.D.

Radio Programming – Tom and Shawn are going to be working with Motorola to program the new hand held radios.

Radio Position – We did install an additional radio position at the main facility. The system is a loaner from St. Louis County. They have shut down a couple PSAPS and was not utilizing the equipment.

Map Roll – Board Member Kennedy inquired about an update of the MAP roll. Chief Williams informed the board, the map roll will be rolled within the week. A 4am time frame has been selected, due to the need for time to allow for the new map to be rolled into the MDT's also.

Unfinished Business:

Syntrio Lighthouse Hotline – Chief Williams informed the board, he and Penni met with the representative and the contract will be signed and the program will be kicked out within a week or two.

Office@Hand Phone System – Chief William informed the board, the new Office@Hand Phone System is scheduled to be cut over with the next two weeks.

Legal

Franklin County Back-up – Chief Williams informed the board, Franklin County has requested permission to utilize our back-up facility in the event their facility would go down. Chief Williams stated, he did inform Franklin County, that in the event, Jefferson County 9-1-1 dispatch would need the back-up facility when they are using it, Jeffco 911 would have first right of refusal on the facility. Attorney Sweeney stated, he does not have a problem with sharing the facility, as long as it does not interfere with the operations of Jefferson County 9-1-1 Dispatch. An Intergovernmental Agreement will need to be drafted. The board members were in agreement, offering them our facility is a good idea. A discussion was also held with regards to radio coverage within Washington County.

New Business:

Security Camera Proposal – Chief Williams informed the board, in order to be compliant with the Cyber Security Insurance coverage, the surveillance security camera system needs to be upgraded. He presented a proposal from Tech Electronics to the board for a system upgrade. The system will be on a 5-year lease purchase agreement at a cost of \$413.00 per month. The agency would own the system at the end of the lease. During the lease, Tech Electronic is responsible for all the maintenance. After a discussion, a Motion was made by Paul Mayer, seconded by Brian Taylor to enter into the lease-purchase agreement. The vote was as follows:

Paul Mayer	Yes
Brian Taylor	Yes
David Kennedy	Yes
John Scullin	Yes

Board Member Kennedy inquired about the security camera at the tower sites. Chief Williams stated, the cameras are recorded locally at each site. We may eventually move forward with Flock cameras at the tower sites.

Local 2665 Health and Welfare Fund – Chief Williams informed the board, he and Penni met with the Local 2665 Health and Welfare Fund agents to discuss their self-funded plans for the union shops. Penni is currently working with the employees on the underwriting process for the Local 2665 Health and Welfare Fund to decipher if we are accepted We have been informally accepted into the plan. The plan is similar to our current plan. The Local 2665 plan is locked in at a cap of 6% increase per year for the first three years. Chief Williams stated, the guaranteed rate increase is very helpful when building out a five-year plan. Penni informed the board, the plan has 14 other Fire/EMS agencies already in the plan. She also informed the board, the decision will need to be made by November 18, 2022 for a January 1, 2022 effective date.

Board Member Kennedy wanted to make sure the coverage remains comparable. Attorney Sweeney reported the Local 2665 plan is acceptable.

Board Room Flooring Bids – Chief Williams presented two bids for the replacement of the board room flooring. The bids were as follows:

Hopkins Floor Company	\$12,890.34
Lewis Flooring	\$ 9,543.82

A Motion was made by Paul Mayer, seconded by David Kennedy to accept the bid from Lewis Flooring in the amount of \$9,543.82. The vote was as follows:

Paul Mayer	Yes
David Kennedy	Yes
Brian Taylor	Yes
John Scullin	Yes

Vehicle Bid (State Bid) – Chief Williams presented the state bid for a new 2022 Chevy 4-wheel drive, 4 door truck for the agency. The amount of the bid was \$53,979.00. He stated, this purchase was budgeted in the 2022 budget. A Motion was made by David Kennedy, seconded by Brian Taylor to approve the purchase of the vehicle presented. The vote was as follows:

David Kennedy	Yes
Brian Taylor	Yes
Paul Mayer	Yes
John Scullin	Yes

Board Member Taylor suggested some type of cover for the bed of the truck.

Financial:

2023 Budget – Chief Williams stated, the 2023 budget was emailed to the board for review and was being submitted for approval. Board Member Kennedy inquired about the cost for the new radios. Chief Williams stated, additional funds have been placed in the 2023 to allow for the agencies to receive additional radios for a one to one ratio from the original project. A discussion was held regarding the one for one radio. After a discussion a Motion was made by Paul Mayer, seconded by Brian Taylor to approve the 2023 budget. The vote was as follows:

Paul Mayer	Yes
Brian Taylor	Yes
David Kennedy	Yes
John Scullin	Yes

Bills of the Session – The bills of the session were presented. A Motion was made by Brian Taylor, seconded by David Kennedy to approve the October 2022 bills presented in the amount of \$5,484,077.77 checks 16207-16256 (Including EFT's). The vote was as follows:

Brian Taylor	Yes
David Kennedy	Yes
Paul Mayer	Yes
John Scullin	Yes

Sales Tax Revenue – Chief Williams reported the following sales tax:

October 2022 \$969,409.17 (up \$328,000 ytd)

Announcements – Chairman Scullin informed the board, he was involved in a rescue call within Washington County and our agency had a very busy night. He wanted to say kudos to Becca Presnell and Nichole O’Harver for a job well done.

A Motion was made by David Kennedy, seconded by Brian Taylor to adjourn the open session into closed session for the purpose of Personnel & Contracts. The vote was as follows:

David Kennedy	Yes
Brian Taylor	Yes
Paul Mayer	Yes
John Scullin	Yes

Report from Executive Session – Nothing to report.

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

Respectfully Submitted

John Scullin
Chairman

Brian Taylor
Secretary