

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
February 16, 2023

A regular meeting of the Jefferson County 9-1-1 Dispatch Board was duly called to order at 01:00 pm 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
Paul Mayer – Vice-Chairman (via zoom)
Jamie Guinn – Member (via zoom)
David Kennedy – Member
Andy Sides – Member (via zoom)
Brian Taylor – Member (via zoom)
John Whitehead – Member (via zoom 1:20pm)

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

Guests: Angie Edmond, Shawn Legens, Chris Hermann, Tom Nahlik (Jeffco 9-1-1), Mike Prater, Janet Smith, Blake Kruse, (via zoom, Jeffco 911), Chief Bob Dunn, Saline Valley Fire Protection District.

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

Minutes – Chairman Scullin presented the minutes of the regular session meeting of January 27, 2023. A Motion was made by David Kennedy seconded by Janie Guinn to approve the regular session Minutes of January 27, 2023. All present were in favor.

Guests Forum & Comments: None

Committees:

Jefferson County Emergency Services – Chief Williams reported, no meeting was held.

PSC Meeting – No report

Operations Meeting – Chief Williams reported, a discussion was held regarding radio replacements, fire station alerting software and Windows 11 Operating system for MDT's.

Chief Williams reported he and Assistant Chief Bieser met with the Sheriff's Office the week prior, just to discuss overall operations and projects. We will also be attending a meeting in the upcoming week that will include all the law enforcement agencies within the county.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 27 employees with perfect attendance for the month January 2023.

Call Statistics:

Total Calls 18,601

9-1-1 Calls 6,027 (All answered within the acceptable time for the 4th month in a row)

Public Relations Report – Chief Williams submitted the Public Relations Report.

Education Report – Chief Williams submitted the Education Report. We have hired 4 new dispatchers and two started training last week.

Unfinished Business:

NOKIA – Chief Williams reported the router project has been completed. The next project will be to replace the microwave radio hops. (18 tower sites and 37 hops). Scheduled for the 28th of February and will take approximately four weeks.

Intergraph Servers – Chief Williams reported, Assistant Chief Bieser is in the process of working with Intergraph to replace the server hardware.

Text to 9-1-1 – The installation of the software is complete and the text to 9-1-1 is working for AT&T customers. Notifications have been sent to the other carriers to enable the service. We are still working on the ability to transfer the ANI/ALI from the phone system to the CAD.

Mass Notification System – Chief Williams reported, he and Shawn Legens are in the process of researching some options from different companies to replace the current Code Red System. Board Member Kennedy requested IPAWS be included in the comparison when comparing service options.

Radio Replacement Update – Chief Williams reported the programming is going well for the new radios. Radio Technician Tom Nahlik gave an update to the board. Chargers should be here within two weeks.

Chief Williams stated, the board had instructed him to send out a survey to the EMS agencies' inquiring if they were short radios with the new deployment. He is waiting on responses.

Board Member Kennedy inquire about the map roll. Chief Williams stated, the map was rolled in October 2022 and we are still in the process of learning how to roll the map ourselves. We are able to use our Remote System Administrator's purchased hours to assist with the map roll. Board Member Kennedy inquired, how often will we be rolling the map. Chief Williams stated, the plan is to roll the map about twice a year.

30th Anniversary Party – Board Member Guinn inquired about the 30th Anniversary party and the planning for the event. Chief Williams suggested a committee. John Scullin, Jamie Guinn, Chief Williams, Penni, Angie and Shawn will be on the committee.

Legal - Nothing to report

New Business:

Asphalt Bids – Chairman Scullin presented the bids to have the road paved. They were as follows:

Basic Asphalt	\$84,540.00
Fletcher Asphalt	\$80,850.00
Spencer	\$90,000.00
Jokerst	\$86,850.00

A Motion was made by David Kennedy, seconded by Jamie Guinn to have Chief Williams research the quality of work for the two lowest bidders and then make the determination of the lowest and best selection. The vote was as follows:

David Kennedy	Yes
Jamie Guinn	Yes
Andy Sides	Yes
Brian Taylor	Yes
Paul Mayer	Yes
John Scullin	Yes

Financial:

2022 Annual Audit – Chairman Scullin presented the 2022 Annual Audit from Spinner & Company, P.C for approval. Chief Williams stated, the only recommendation was the segregation of duties. Board Member Kennedy inquired about the cost to allow for this recommendation and ask the Chief to bring that back to the meeting. A Motion was made by Brian Taylor, seconded by Jamie Guinn to accept and approve the 2022 Annual Audit. The vote was as follows:

Brian Taylor	Yes
Jamie Guinn	Yes
Andy Sides	Yes
Paul Mayer	Yes
David Kennedy	Yes
John Scullin	Yes

Bills of the Session – The bills of the session were presented. A Motion was made by David Kennedy, seconded by Brian Taylor to approve the February 2023 bills presented in the amount of \$359,133.98 checks 116410-16448(16414 &16415 Voided) (Including EFT's). The vote was as follows:

David Kennedy	Yes
Brian Taylor	Yes
Jamie Guinn	Yes
Andy Sides	Yes
Paul Mayer	Yes
John Scullin	Yes

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

December \$995,881.53

Chief Williams informed the board about a letter we received regarding Prop V. We notify DOR and they indicated the letter may have been sent in error and they sent us an email indicating they will continue to collect our tax.

JOHN WHITEHEAD JOINED THE MEETING VIA ZOOM AT 1:20 PM)

Announcements – None

Motion was made by Jamie Guinn, seconded by John Whitehead to adjourn the open session into closed session for the purpose of Contracts and Litigation. The vote was as follows:

Jamie Guinn	Yes
John Whitehead	Yes
Brian Taylor	Yes
Paul Mayer	Yes
David Kennedy	Yes
Andy Sides	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