

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
July 20, 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 Board Member David Kennedy. The following members of the Board were in attendance:

John Scullin – Chairman (via zoom)
Paul Mayer – Vice-Chairman (via zoom)
Jamie Guinn – Member (via zoom)
David Kennedy – Member
Andy Sides – Member
John Whitehead – Member

Absent: Brian Taylor – Member

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

Guests: Angie Edmond, Chris Hermann, Michelle Caraway, Kara Lewis, Shawn Legens, Tom Nahlik, (Jeffco 9-1-1),

Agenda – Board Member Kennedy presented the agenda. Board Member Whitehead requested the Executive Session of the Meeting be moved up on the agenda, and placed under Meeting Minutes. A Motion was made by John Whitehead, seconded by John Scullin to approve the amended agenda. All present were in favor.

Minutes –Chairman Scullin presented the minutes of the regular session meeting of June 15, 2023. A Motion was made by John Whitehead seconded by John Scullin to approve the regular session Minutes of June 15, 2023. All present were in favor.

Executive Session – A Motion was made by John Whitehead, seconded by John Scullin to adjourn the open session into closed session for the purpose of Personnel and Litigation. The vote was as follows:

John Whitehead	Yes
John Scullin	Yes
Jamie Guinn	Yes
Andy Sides	Yes
Paul Mayer	Yes
David Kennedy	Yes

Report from Executive Session – The board approved a proposed salary adjustment to include COLA for the administrative staff.

JOHN WHITEHEAD STEPPED OUT OF THE MEETING.

Guests Forum & Comments: None

Committees:

Jefferson County Emergency Services – Nothing to report

Operations Meeting – Discussions regarding Mobile Responder updates on the IPADs, Windows 11 updates on Mobile for Public Safety and Fire Station Alerting and funding. They also reviewed the utility contact form. Discussions were held regarding Strike Team Responses.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 25 employees with perfect attendance for the month June 2023.

Call Statistics Report – Chief Williams presented the statistic report.

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

Education Report – Chief Williams submitted the Education Report.

Unfinished Business:

Fire Station Alerting System – Chief Williams informed the board, he is waiting on a quote from Intergraph for the services needed for the Fire Station Alerting in our CAD system. The fire agencies are researching the possibility of any grant funding that may be available for the project. We do have one department that is ready to move forward with the alerting system, and that is North Jefferson Ambulance. Chief Williams stated, he believes the cost to get the 9-1-1 CAD ready for the alerting system, will be approximately \$58,000. Chief Williams stated, once the alerting system is selected, this would be the only one we offer to the agencies. We will not be running multiple alerting systems.

Property Valuation Proposal – Chief Williams stated the Property Valuation contract has been signed and they will begin work, within the next 30 days.

Geo-Redundant Prime Upgrade – Chief Williams informed the board, the work on the towers has begun. We did experience about an 8 to 10 minute outage of the radio system last week. The new upgrades will alleviate this problem.

Map Roll – Chief Williams presented the board with a proposal from Geo-Comm for the map roll. The proposal is for 3 years and the total cost is \$87,000. They will roll our map quarterly into the CAD system. Chief Williams highly recommended the approval of this contract. They will work with Intergraph and get the map rolled on a quarterly basis and this is a necessity to keep our CAD map up to date. A Motion was made by John Scullin, seconded by Jamie Guinn

to enter into the 3-year contract with Geo-Comm and if the vendor requires a Resolution, Attorney Sweeney will do so. The vote was as follows:

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

Legal:

Resolution 2023-03 (Interagency Radio Agreements) – Board Member Kennedy presented Resolution 2023-03. The resolution included the Interagency Radio Agreements for the following agencies:

Antonia Fire Protection District
Big River Ambulance District
Cedar Hill Fire Protection District
Crystal City Fire Department
DeSoto City Fire Department
DeSoto Rural Fire Protection District
Dunklin Fire Protection District
Festus Fire Department
Goldman Fire Protection District
Herculaneum Fire Protection District.
Hematite Fire Protection District
High Ridge Fire Protection District
Hillsboro Fire Protection District
Jefferson R-7 Fire Protection District
Jefferson County Emergency Management Agency
Joachim Platin Ambulance District
Kimmswick Police Department
Mapaville Fire Protection District
North Jefferson County Ambulance District
Rock Township Ambulance District
Saline Valley Fire Protection District
Valle Ambulance District

A Motion was made by John Scullin, seconded by Jamie Guinn to adopt Resolution 2023-03. The vote was as follows:

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

Missouri Ethics Ordinance – Board Member Kennedy read Missouri Ethics Ordinance 2023-04 by title for adoption. Board Member Kennedy read the second reading by title. A Motion was made John Scullin, seconded by Jamie Guinn to adopt the Missouri Ethics Ordinance 2023-04. The vote was as follows:

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

New Business:

Arnold Police (In Building Coverage) – Chief Williams informed the board, since the inception of the new radio system, apparently Arnold Police have been experiencing a radio coverage issue within their building. It is in the area and the sergeant’s office and where they have roll call, therefore, the coverage is needed for officer safety. The cost for an in house amplifier \$21,760. Chief Williams requested the board’s approval to purchase the amplifier to rectify the problem. A Motion was made by Andy Sides, seconded by Jamie Guinn to purchase and have the amplifier installed. The vote was as follows:

Andy Sides	Yes
Jamie Guinn	Yes
Paul Mayer	Yes
John Scullin	Yes
Paul Mayer	Yes

FMLA Policy – Chief Williams informed the board, the agency hosted some FMLA training earlier in the month which resulted in updates to our FMLA Policy. The policy was reviewed by Attorney Sweeney. Chief Williams requested the updated policy be adopted into our employee handbook. A Motion was made by John Scullin, seconded by Jamie Guinn to adopt the policy into the handbook. All present were in favor.

Festus Public Works – Chief Williams informed the board, he has been approached by Festus Public Works and they have requested usage of the radio system. Chief Williams stated, they have about 10 to 12 radios and we would charge them the \$200 per radio annually. A Resolution will be brought back to the board for approval.

Financial:

Monthly Reconciliation Report – The Monthly Reconciliation Report was presented.

Bills of the Session – The bills of the session were presented. A Motion was made by Andy Sides, seconded by John Scullin to approve the July 2023 bills presented in the amount of \$2,633,982.02 checks 16639-16688 Including EFT’s). The vote was as follows:

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

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

June 2023 \$930,446.35 (We are up 7/10 of 1 percent)

Announcements: None

A Motion was made by John Scullin seconded by Jamie Guinn to adjourn the open session of the meeting. All present were in favor.

Respectfully Submitted

John Scullin
Chairman

Brian Taylor
Secretary