



**TENTATIVE AGENDA**  
**October 19, 2023**  
**JEFFERSON COUNTY 9-1-1 DISPATCH**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
Notice Posted October 16, 2023

Notice is hereby given that the Jefferson County 9-1-1 Dispatch will conduct a meeting at 01:00 pm

**October 19 2023, 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 (September 21, 2023)**

**Executive Session (August 17, 2023)**

**Executive Session (September 21, 2023)**

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**

Unfinished Business

**Fire Station Alerting**

**Property Valuation Proposal**

**Map Roll Assistance**

**Motorola SUA+**

Legal

New Business

**IAFF Local 2665 Letter**

Financial

**2024 Budget**

**Monthly Reconciliation Report**

**Current Expenses (October, 2023)**

**Sales Tax Revenue (September, 2023)**

**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**  
**September 21, 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)  
Jamie Guinn – Member  
David Kennedy – Member  
Brian Taylor – Member (arrived at 1:02)  
John Whitehead, Member

Absent: Paul Mayer – Vice-Chairman  
Andy Sides - Member

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

**Guests:** Chief John Barton, (High Ridge F.P.D), Chief Bob Dunn (Saline Valley), Angie Edmond, Shawn Legens, Nichole O'Harver, Jenny Trost, Natalie Lewis (via zoom), Mike Prater (via zoom), Kara Lewis (via zoom)(Jeffco 9-1-1), Tanya Moder, Brandi Moder, Gunner Moder.

**Agenda** – Board Member Kennedy presented the agenda. A Motion was made by John Whitehead, seconded by Jamie Guinn to approve the amended agenda. All present were in favor.

**Minutes** –Board Member Kennedy presented the minutes of the regular session meeting of August 17, 2023. A Motion was made by Jamie Guinn seconded by John Whitehead to approve the regular session Minutes of August 17, 2023. All present were in favor.

BRIAN TAYLOR ARRIVED AT THE MEETING 1:02

**Guests Forum & Comments:**

**Retirement Badge Presentation** – Chief Williams presented Tanya Moder with a retirement badge plaque. The board congratulated Tanya on her retirement. Angie Edmond also informed Tanya, the agency did a fund raiser and collected \$425 to be donated to the Relapsing Polychondritis Foundation in Tanya's name. Tanya invited everyone to the Relapsing Polychondritis Awareness walk in October.

**Shop Steward Nichole O'Harver** – Shop Steward O'Harver informed the board, she would like to discuss an increase in salary for the dispatching staff. She indicated, that currently Jefferson County 9-1-1 Dispatch's pay scale for dispatchers is about \$10,000 less than surrounding dispatch centers. She then requested the board consider a \$5,000 across the board increase in December 2023 and then a \$5,000 increase across the board increase in June 2024. Chief

Williams stated, the current Collective Bargaining Agreement runs through the end of 2024. He believes what the union is requesting is not to open the contract, but to consider a salary increase. Board Member Kennedy thanked Shop Steward O'Harver for her request and indicated, it would be discussed in Executive Session.

**IT Manager** – Chief Williams introduced a new member of the management staff to the board. Travis Missey has been hired as the new IT Manager for the agency. Travis brings a large amount of IT experience to the team and we are looking forward to working with him. Travis worked for many years at REJIS and brings a large amount of that knowledge to our agency.

### **Committees:**

**Jefferson County Emergency Services** – Chief Williams reported, discussions were held regarding Personnel Accountability System.

**Operations Meeting** – Nothing to report, the meeting was canceled.

### **Chief's Report:**

**Perfect Attendance** – Chief Williams reported, the agency had 32 employees with perfect attendance for the month August 2023.

**Call Statistics Report** – Chief Williams presented the statistic report.

**Total Calls 19,907 (9-1-1 Calls 6,390) One call fell within the below standard**

Board Member Kennedy inquired about 9-1-1 Calls being placed on hold. Chief Williams stated, all 9-1-1 calls and seven-digit lines are answered by a dispatcher, however, if the call would not be a true emergency, it could be placed on hold.

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

**Education Report** – Chief Williams submitted the Education Report.

**QA Report** – Chief Williams submitted the QA report.

### **Unfinished Business:**

**Fire Station Alerting System** – Chief Williams informed the board, there has been no action on the alerting system. He did speak with Chief John Barton, and the committee that was formed will be meeting in person. Chief Williams informed the board, the Phoenix GII was on site and gave a demonstration to the agencies. Chief Williams informed the board, the plan is to select one Fire Station Printing product and make that available to the agencies. We will not be customizing several different interfaces. After a discussion regarding the product, Chief Williams recommended moving forward with the Phoenix. The cost for 9-1-1 to move forward on our end would be approximately \$120,000 for the Phoenix GII along with an estimated cost of \$30,000 to have Intergraph integrate the system into the CAD. This would be a total of \$150,000 to Jefferson County 9-1-1 Dispatch. A discussion was held regarding, how many agencies are

ready and can afford the product, how many agencies cannot afford the product, only offering one product and many other variables. The board instructed Chief Williams to move forward and bring a contract back to the board for review.

**Property Valuation Proposal** – Chief Williams informed the board the Property Valuation work is in process.

**Map Roll** – Chief Williams informed the board; GeoComm has been working on the map, and we are very close to a map roll.

**Arnold Police Department** -Chief Williams informed the board, the amplifier for Arnold Police Department has been installed and has rectified the coverage problem at Arnold. A discussion was also held regarding a couple other weak radio coverage areas within the county.

**Everbridge Mass Notification System** – Chief Williams informed the board, the Everbridge Notification System is up and running. An ad was placed in the Leader to inform residents of the new system. We will be promoting the new alerting system at the Senior Expos and Public Relation events. We will also be launching a final Code Red all call to inform the citizens of the new system. Chief Williams informed the board, he has also reached out to Festus and Pevely to offer the Everbridge Notification System to their residents at a cost of \$.30 per resident. We will be drafting and Intergovernmental Agreement for these municipalities to present to the board.

**30<sup>th</sup> Anniversary Celebration** – Chief Williams reminded the board, the 30<sup>th</sup> Anniversary Celebration will be held October 7, 2023. We have about 60-80 RSVPs at this time.

**Legal:**

**Addressing Fee Structure** – Board Member Kennedy informed the board, the addressing fees we currently charge, have not been increased since 1998. Ordinance 2023-6 was presented for review to increase those charges. A Motion was made by John Scullin, seconded by Jamie Guinn to adopt Ordinance 2023-6. The vote was as follows:

John Scullin	Yes
Jamie Guinn	Yes
Brian Taylor	Yes
John Scullin	Yes
David Kennedy	Yes

**New Business:**

**SUA Plus** – Chief Williams informed the board, he, David Bieser and Tom Nahlik met with Motorola to view a presentation on SUA Plus. The current SUAll contract we currently have will be ending upon the 10-year anniversary of the radio system. We will be meeting with all three counties to discuss the SUA Plus product and the cost. The current SUAll does not expire until 2025, so we have some time to negotiate with Motorola. Board Member Kennedy stated, we do have reserves in the technology upgrade line item for these types of contracts. Chief Williams stated, that is correct.

**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 Brian Taylor, seconded by Brian Taylor to approve the September 2023 bills presented in the amount of \$452,850.64 checks 16732-16778 (Including EFT's). The vote was as follows:

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

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

**August 2023** \$1,055,870.09

**Announcements:** None

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

John Whitehead	Yes
Brian Taylor	Yes
John Scullin	Yes
David Kennedy	Yes
Jamie Guinn	Yes

Report from Executive Session: Nothing to report.

A Motion was made by Brian Taylor, 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