



TENTATIVE AGENDA
November 16, 2023
JEFFERSON COUNTY 9-1-1 DISPATCH
REGULAR MEETING OF THE BOARD OF DIRECTORS

Notice Posted November 10, 2023

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

**November 16 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 (October 20, 2023)

Executive Session (October 20, 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

QA/QI Report

Unfinished Business

Fire Station Alerting

Property Valuation Proposal

Map Roll Assistance

Motorola SUA+

IAFF Contract

Legal

Election Resolution

New Business

CALEA Review (On site)

988 – 911 Diversion

Board Meeting Dates

Financial

Monthly Reconciliation Report

Current Expenses (November, 2023)

Sales Tax Revenue (October, 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
October 20, 2023

A regular meeting of the Jefferson County 9-1-1 Dispatch Board was duly called to order at 01:36 pm at Jefferson County 9-1-1 Dispatch including an electronically linked social media source (ZOOM) by Vice-Chairman Paul Mayer. The following members of the Board were in attendance:

Paul Mayer – Vice-Chairman
Jamie Guinn – Member (via Zoom)
David Kennedy – Member
John Whitehead, Member

Absent: John Scullin - Chairman
Brian Taylor - Member
Andy Sides - Member

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

Guests: Chief John Barton, (High Ridge F.P.D), Angie Edmond, Shawn Legens, Jennifer Trost (9-1-1)

Agenda – Vice-Chairman Mayer presented the agenda. A Motion was made by David Kennedy, seconded by John Whitehead to approve the agenda. All present were in favor.

Minutes –Vice-Chairman Mayer presented the minutes of the regular session meeting of September 21, 2023. A Motion was made by David Kennedy seconded by John Whitehead to approve the regular session Minutes of September 21, 2023. All present were in favor.

Guests Forum & Comments: None

Committees:

Jefferson County Emergency Services – No report

Operations Meeting – Discussions were held regarding the JCIO talk groups and utilizing them for training rather than operation channels

Chief's Report:

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

Call Statistics Report – Chief Williams presented the statistic report.

Total Calls 19,416 (9-1-1 Calls 6,160) 99.89% calls were answered with acceptable time frame. Average time is 5.7 seconds

Public Relations Report – Chief Williams submitted the Public Relations Report. Chief Williams informed the board, the Open House was held on October 7, 2023 and went quite well. Chief Williams thanked his staff for all the hard work they put into the event. Board Member Kennedy also thanked the staff and stated the event looked very good and professional.

Education Report – Chief Williams submitted the Education Report. We have hired three new dispatchers and they are currently in the training program. We have three more new hires in the pipeline to come on board. Board Member Whitehead inquired about the timeline for the onboarding. Chief Williams stated, we usually have a good idea at about 30 days, if a new hire is going to make it. There are times when a new hire will prove us wrong. We try to make decisions prior to their 90 days if they are going to be able to accomplish call taking. Chief Williams stated, we have a large amount of call takers, the problem lies with having enough CTO'S to get them to a radio position for training.

QA Report – Chief Williams submitted the QA report.

Unfinished Business:

Fire Station Alerting System – Chief Williams informed the board; he had an updated proposal for the Fire Station Alerting system. The cost for the equipment at our main facility and the back-up facility would be approximately \$87,000. The cost to interface the equipment with the Intergraph CAD system would be \$38,000. There would also be a \$5,000 annual maintenance cost after the first 18 months of use. Chief Williams stated, Chief John Barton had a demonstration at his fire house and some of the agencies were in attendance. Chief Barton also put out a survey to all Fire/EMS agencies to see the percentage of interest in the product. Chief Barton informed the board, 21 agencies were notified and of the 18 agencies that responded, 100% of the agencies are interested and they also understood this would be a single solution agreement for the alerting system. However, about half of the agencies cannot afford the product, they did say they could afford the maintenance, just not the initial cost for the equipment. Chief Barton stated, he had done some research on the benefit of the system on both the dispatch side and the engine house side. One of the advantages of the product is it eliminated the dropping of tones for every truck that needs to go on a call. He also stated, response time is one of his agency's highest priorities. A discussion was held regarding the total cost per engine house. Board Member Guinn stated, he would like to go on record saying, that we as a 9-1-1 center need to look at the total cost for equipment and installation for 56 engine houses that would be approximately 1.8 million dollars and the benefits this product would have on 9-1-1 and the benefits in standardizing the 9-1-1 system. This system would benefit the entire county. Board Member Kennedy stated, he would like to move forward with just the expense we have budgeted. We can consider other options at a later date. Board Member Whitehead stated, he would like to see us move forward with the nine agencies that are ready to begin implementation and then evaluate the worth to 9-1-1 down the road to determine future action. Attorney Sweeney stated, he would agree we should only move forward with the funds that are budgeted. This bigger proposal needs to be more thought out, but also justified from our rate payers stand point. The concept is legitimate, but the back up data and support seems to be missing. He also has concerns spending our tax dollars for something that has not been fully vetted. Board Member Whitehead inquired if the agencies have looked into any type of grant funds.

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.

Motorola SUA Plus – Chief Williams reported, we will be meeting with Motorola every two weeks to negotiate this SUA Plus maintenance price. Our current maintenance plan runs through December 2025 and we are paying approximately \$488,00 annually. The new plan is proposing an annual maintenance for Jefferson County 9-1-1 Dispatch in the amount of approximately 2.2 million per year.

Legal: None

New Business:

Local 2665 Letter – Chief Williams presented a letter from the Local 2665 requesting to open negotiations early and have a contract signed by December 2023. Vice-Chairman Mayer asked the assistant shop steward Jennifer Trost, if there was any specific reason the union was requesting such a short turnaround time to sign a new contract. She replied, not to her knowledge. The board acknowledged the letter and stated, they would discuss it later.

Financial:

2024 Budget – Chief Williams presented the 2024 budget to the board for approval. The budget had been emailed to the board for review prior to the meeting. A Motion was made by David Kennedy, seconded by John Whitehead to approve the budget presented. Board Member Whitehead inquired about the convention line item and what conventions that line included. The vote was as follows:

David Kennedy	Yes
John Whitehead	Yes
Jamie Guinn	Yes
Paul Mayer	Yes

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 David Kennedy, seconded by John Whitehead to approve the October 2023 bills presented in the amount of \$346,457.90 checks 16779-16830 (Including EFT's). The vote was as follows:

David Kennedy	Yes
John Whitehead	Yes
Jamie Guinn	Yes
Paul Mayer	Yes

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

September 2023 \$911,719.12

Announcements: Chief Williams informed the board the Trunk or Treat will be held October 28, 2023 at the Northwest High School parking lot.

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

John Whitehead	Yes
Jamie Guinn	Yes
David Kennedy	Yes
Paul Mayer	Yes

Report from Executive Session:

Property Purchase – A decision was made by the board to purchase a 10-acre plat of property at 12362 State Route 21 for future 9-1-1 development.

Local 2665 Letter – A decision was made by the board, they would begin union discussions after January 1, 2024.

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

Respectfully Submitted

John Scullin
Chairman

Brian Taylor
Secretary