



TENTATIVE AGENDA
February 22, 2024
JEFFERSON COUNTY 9-1-1 DISPATCH
REGULAR MEETING OF THE BOARD OF DIRECTORS

Notice Posted February 15, 2024

Notice is hereby given that the Jefferson County 9-1-1 Dispatch will conduct a meeting at 01:00 pm February 22 2024, 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 (January 25, 2024)

Executive Session (January 25, 2024)

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+

988 – 911 Diversion

Legal

Intergovernmental Agreement (City of Pevely)

Union Negotiations Committee

New Business

The Healthy Dispatcher Training

Supervisor Position

CISA Audit

Cash Flow Review

Financial

2023 Annual Audit

Monthly Reconciliation Report

Current Expenses (February, 2024)

Sales Tax Revenue (January, 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
January 25, 2024

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 (via zoom)
Jamie Guinn – Member (via zoom)
David Kennedy – Member (via zoom)
Brian Taylor – Member (via zoom)
John Whitehead – Member (via zoom)

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

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

Guests: Angie Edmond, Chris Hermann, Tom Nahlik, Kara Lewis (9-1-1), Perry Tindall (all via zoom)

Agenda – Chairman Scullin presented the agenda. A Motion was made by Jamie Guinn, 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 December 21, 2023. A Motion was made by Jamie Guinn seconded by Brian Taylor to approve the regular session Minutes of December 21, 2023. All present were in favor.

Guests Forum & Comments: None

Committees:

Jefferson County Emergency Services – Chief Williams reported, discussions were held regarding Aspen, a service provided to first responders within the county.

Operations Meeting – No meeting.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 25 employees with perfect attendance for the month December 2023. Board Member Kennedy inquired if the Chief could send out some type of attendance report over a period of time for the board's review.

Call Statistics Report – Chief Williams presented the statistic report.

Total Calls 17,543 (9-1-1 Calls 5,724) No calls fell below the unacceptable

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

Education Report – Chief Williams submitted the Education Report.

QA/QI report – Chief Williams submitted the QA/QI report.

Unfinished Business:

Fire Station Alerting System – Chief Williams informed the board; we are currently working with Intergraph and Phoenix on the deployment and integration plan. Contracts have been executed with both companies. Chairman Scullin inquired about the agencies that do not plan on utilizing the new system. Chief Williams stated, those agencies will not have to do anything, everything will remain the same for them.

Property Valuation Proposal – Site visits are complete, waiting on the report.

Map Roll – Chief Williams informed the board; Geo Comm has completed some of the work and they have provided it to John Lewis.

Motorola SUA Plus – Chief Williams informed the board; a letter has been written by the St. Charles County attorney and sent to Motorola representing all three counties. The letter is requesting Motorola provide all three counties with a new proposal that would be more feasible for all counties involved. Attorney Sweeney did review the letter prior to release.

988 (911 Diversion) - This new service has been discussed with the Fire, EMS and Law enforcement agencies along with their medical control. Board Member Guinn stated, it is a nice robust program that will be good for our county. We are currently in the process of getting a Memorandum of Understanding executed. The process is being discuss

Legal:

Resolution 2024-01- (Resolution Electing Members to the Board and Suspension of the Election)

Chairman John Scullin presented Resolution 2024-01 to ratify the vote previously taken for the Suspension of the Election. A Motion was taken by Brian Taylor, seconded by John Whitehead to adopt Resolution 2024-01. The vote was as follows:

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

Intergovernmental Agreement (City of Festus, Everbridge Notification System) – Chief Williams presented an Intergovernmental Agreement between Jefferson County 9-1-1 Dispatch and the City of Festus for the Everbridge Notification System. This will allow for the City of Festus to utilize the same notification system for their residents and share in the cost with Jefferson County 9-1-1 Dispatch. Attorney Sweeney explained the formula was calculated on a per citizens basis for the non-judicial entities. The agreement also has a provision, the fee will be adjusted accordingly each year base on our annual cost amount from Everbridge. The agreement also has a termination clause. A Motion was made by David Kennedy, seconded by Brian Taylor to approve the Intergovernmental Agreement and allow Chief Williams to execute the agreement. The vote was as follows:

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

New Business:

2024 Revised Budget – Chief Williams informed the board, the 2023 audit has been complete and a true fund balance figure has calculated. The accountant informed us the 2024 budget needed to be amended to reflect the expenditures being less than the anticipated income. Therefore, we have lowered the amount on one of the reserve line items. This will allow for a balanced budget. A Motion was made by John Whitehead, seconded by Brian Taylor to approved the revised budget presented. The vote was as follows:

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

Financial:

Monthly Reconciliation Report – None

Bills of the Session – The bills of the session were presented by Penni. A Motion was made by Jamie Guinn, seconded by David Kennedy to approve the January 2024 bills presented in the amount of \$492,234.43 checks 16914-16966 (Including EFT's). The vote was as follows:

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

Sales Tax Revenue – Chief Williams reported the following sales tax: **December 2023** \$1,017,686.88

Announcements: None

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

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

Report from Executive Session: Nothing to report

A Motion was made by David Kennedy, 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