

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
May 23, 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 Vice-Chairman Kennedy. The following members of the Board were in attendance:

David Kennedy – Vice-Chairman
Brian Taylor – (Secretary)
Perry Tindall -Member (via zoom)
Jamie Guinn – Member (via zoom)

Absent: John Scullin – Chairman
Andy Sides - Member

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

Guests: Chris Hermann, Brandon Remming, Kara Lewis, Nicholas Samples, Brian Smith, Shawn Legens, Angela Edmond, Mike Prater, Travis Missey, Brittany Beattie, Jackie Manley (Jeffco 9-1-1), Tom Nahlik and Michelle Caraway (Jeffco 9-1-1 via zoom)

Agenda – Vice-Chairman Kennedy presented the agenda. Chief Williams requested; Asphalt bids be added to New Business. He also requested the Employee Recognition be added under Guest Forum & Comments. A Motion was made by Brian Taylor, seconded by Jamie Guinn to approve the amended agenda. All present were in favor.

Minutes –Vice-Chairman Kennedy presented the minutes of the regular session meeting of April 25, 2024. A Motion was made by Jamie Guinn seconded by Brian Taylor to approve the regular session Minutes of April 25, 2024. All present were in favor.

Guests Forum & Comments:

Employee Recognition – The following employee received recognition at the meeting.

Brandon Remming – Clinical Save (Presented by Michael Prater, CTO) Brandon handled a call involving a cardiac arrest. Congratulation to Brandon on his first clinical save.

Michael Prater – Clinical Save (Presented by Chris Hermann), Mike’s professionalism and efficiency as a CTO assisted Brandon to confidentially handle a call that resulted in a clinical save.

Nicholas Samples – Clinical Save (Presented by Jackie Manley, Supervisor) Nick handled a call involving a cardiac arrest. Nick’s professionalism while giving pre-arrivals, by keeping the caller calm and advising to not give up on the CPR resulting in a clinical save.

Brittany Beattie – Citizen Recognition (Presented by Jackie Manley, Supervisor). A letter was received from a citizen requesting Brittany Beattie be recognized for her calm demeanor, compassion and reassurance she gave the caller during a difficult time should not go unnoticed.

Brian Smith – Retirement (Presented by Chief Williams). A retirement certificate was given to Brian Smith, thanking him for his years of service and congratulating him on his retirement.

Shawn Legens – ENP Certification – Chief Williams congratulated Shawn Legens on obtaining is Emergency Number Professional Certification (ENP). Shawn is one of thirteen individuals in the state of Missouri that have achieved this certification.

Committees:

Jefferson County Emergency Services – No Report

Operations Meeting – Discussions regarding area wide command along with NOAA notifications via the CAD.

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 31 employees with perfect attendance for the month April 2024.

Call Statistics Report – Chief Williams presented the statistic report.

Total Calls 17,990 (9-1-1 Calls-5,817) Zero calls fell below the unacceptable

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

Education Report – Chief Williams submitted the Education Report. Chief Williams stated, along with the dispatch training, the agency has scheduled several employees for additional professional development classes through our new AAIM training program.

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

Total Compensation Statements – Board Member Kennedy stated, he was able to review the new total compensation report that was distributed to all employees. The statement outlines an employee's annual total benefit and salary amount for the employees to review. Board Member Kennedy thanked Penni and Angie for putting these sheets together.

Unfinished Business:

Fire Station Alerting System – Chief Williams informed the board; the servers have been installed and we are in the testing mode.

Map Roll – Chief Williams informed the board; Intergraph has completed building the test server to roll the map onto for review. Board Member Kennedy inquired about the future plan with the map. Chief Williams stated, the map will be rolled every three months.

Motorola SUA Plus – Chief Williams informed the board; he attended a Meeting on May 14, 2024 and Motorola came back to the table with different numbers and different time frame. The three counties will have to meet and discuss without Motorola present.

Vacant Board Seat – A Motion was made by Brian Taylor, seconded by Perry Tindall to appoint Rochelle Roe to the vacant board seat for the West District, with the term expiring April 2026. The vote was as follows:

Brian Taylor	Yes
Perry Tindall	Yes
Jamie Guinn	No
David Kennedy	Yes

Legal:

Union Negotiations – Chief Williams informed the board; the union shop has requested another meeting to discuss the contract. The committee will be meeting with the shop steward on June 14, 2024 at 1pm.

Legislation (Wayfair tax) – Attorney Sweeney reported, no action was taken legislatively on any 9-1-1 Wayfair tax opportunities.

Oath of Office – Attorney Sweeney swore Vice-Chairman David Kennedy into office.

New Business:

MDT Bid – Chief Williams presented a bid from Turn-Key mobile to replace 25 lap tops for the Jefferson County Sheriff's Office. The funds are allocated in the budget. The total cost is \$85,000.

Vehicle Purchase – Chief Williams informed the board; a new vehicle has been purchased for the agency. The vehicle is a 2024 Tahoe.

Asphalt Bids – Chief Williams informed the board; John Lewis had obtained bids to have some drainage work done along with asphaltting the parking lot at the back-up center. One bid was removed, due to not meeting the specs. Leaving the lowest bid in the amount of \$71,580 for paving and drainage work along with a bid for \$1,593 to seal the back parking lot from CEG Paving. A Motion was made by Jamie Guinn, seconded by Brian Taylor to accept the lowest qualified bid from CEG Paving. The vote was as follows;

Jamie Guinn	Yes
Brian Taylor	Yes
Perry Tindall	Yes
David Kennedy	Yes

Financial:

Bills of the Session – The bills of the session were presented by Board Member Taylor. A Motion was made by Brian Taylor, seconded by Perry Tindall to approve the May, 2024 bills presented in the amount of \$338,515.05 checks 17104-17149 (17150 Voided) (Including EFT's). The vote was as follows:

Brian Taylor	Yes
Perry Tindall	Yes
David Kennedy	Yes
Jamie Guinn	Yes

Sales Tax Revenue – No report

Reconciliation Report – Chief Williams presented the reconciliation report for the month of March 2024.

Announcements:

Microwave Link at Crystal City – Chief Williams informed the board, the Microwave link at Crystal City is beginning to have problems. We will probably need to have it replaced. Motorola is performing some propagation studies at this time to determine the equipment needed.

Executive Session – A Motion was made by Brian Taylor, seconded by Jamie Guinn to adjourn the open session into closed session for the purpose of Contracts. The vote was as follows:

Brian Taylor	Yes
Jamie Guinn	Yes
Perry Tindall	Yes
David Kennedy	Yes

Report from Executive Session: Nothing to report

A Motion was made by Jamie Guinn 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