

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
July 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 Scullin. The following members of the Board were in attendance:

John Scullin – Chairman
David Kennedy – Vice-Chairman
Brian Taylor – Secretary
Rachelle Roe- Member (via zoom)
Andy Sides – Member (via zoom)
Perry Tindall -Member

Absent: Jamie Guinn - Member

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

Guests: Chief Bob Dunn (Saline Valley F.P.D.), Shawn Legens, Chris Hermann, Angie Edmond (Jeffco 911), Janet Smith, Blake Kruse, Natalie Lewis, Aaron Farrell, Shannon Walker, Maddie Marqua, Michelle Caraway, (Jeffco 9-1-1 via zoom)

Agenda –Chairman John Scullin presented the agenda. A Motion was made by David Kennedy, seconded by Brian Taylor to approve the amended agenda. All present were in favor.

Minutes –Chairman Scullin presented the minutes of the regular session meeting of June 27, 2024, A Motion was made by David Kennedy seconded by Brian Taylor to approve the regular session Minutes of June 27, 2024. All present were in favor.

Guests Forum & Comments:

Committees:

Jefferson County Emergency Services – No Meeting

Operations Meeting – Nothing to report

Chief's Report:

Perfect Attendance – Chief Williams reported, the agency had 30 employees with perfect attendance for the month June 2024.

Call Statistics Report – Chief Williams presented the statistic report.

Total Calls 18,293 (9-1-1 Calls-6,030) Two calls fell below the unacceptable

Board Member Kennedy inquired about the storm day in which the county received a large amount of rain. He asked how did we handle that day. Chief Williams stated, the radio room was already split in half that day, with some of the staff being at the back-up center. Three fire chiefs reported to the back-up facility to assistance with calls. When call volume increased because of the rain, some of the

administrative staff assisted in the radio room. Two off duty dispatchers also reported to the center to assist. Chief Dunn stated, the dispatchers did a fantastic job.

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; simulcasting testing has begun on the IO channel. Pronunciation of the street names is being worked on currently. Chairman Scullin inquired, if we have received feedback from any of the departments. Chief Williams stated, some of the agencies have been advising us of pronunciation errors for Dave Bieser to correct. Chief Williams stated, the calls are going out approximately 20 seconds quicker.

Map Roll – Chief Williams informed the board; trying to get a time scheduled to roll the map.

Motorola SUA Plus – Chief Williams informed the board; we do not meet with Motorola again until August 27, 2024.

Recruitment Update – Chief Williams informed the board; we currently have 17 applicants currently. The applicants come from a number of different states. SGR sent a timeline for after the application deadline of August 4th. Chief Williams will meet with the committee to discuss having the timeline compressed down, in order to move along quicker.

Legal:

Union Negotiations – Chief Williams informed the board; the committee has nothing to report. Board Member Kennedy stated, after one more meeting, the committee should have a recommendation for the entire board. Chief Williams stated, he has provided the committee with the updated salaries and benefits of the surrounding agencies to review.

Wisper Tower Leases – Chief Williams informed the board; he has been contacted by Wisper to acquire space on four of our tower sites. Chief Williams stated, he has updated the ISP co-locator matrix to quote pricing for the tower sites. Chief Williams requested the board's approval to adopt the new fee matrix that will begin at \$300 and top at \$600 depending upon the height of the co-locator's equipment. The larger companies that would have larger equipment, the rent would be calculated on location, equipment and height on the tower.

A Motion was made by Perry Tindall, seconded by Brian Taylor to adopt the new ISP co-locator tower rent matrix. All present were in favor. The vote was as follows:

Perry Tindall	Yes
Brian Taylor	Yes
David Kennedy	Yes
Andy Sides	Yes
Rachelle Roe	Yes
John Scullin	Yes

New Business:

Vulnerability of the Agency – Board Member Kennedy inquired if the Chief has considered having someone look at our overall vulnerability in all aspects as an agency. Chief Williams stated, the radio system, CAD system and the 9-1-1 system pretty much have no outside activity that is not monitored or maintained. The CAD system we use for Arnold P.D. and Herculanum P.D are web based, so if we lost internet, we would lose that functionality. We do not use Crowd Strike software. Our weakest link is what the employees are clicking on. We do have on going phishing training. Board Member Kennedy suggested the Chief speak with the IT manager or hire someone to assess our vulnerabilities within our agency. See where our risks are and what can we do to mitigate those risk. Chief Williams stated, one item we are looking into is a back-up to the single fiber line we have coming into the center. Perhaps Spectrum or Star Link.

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 July, 2024 bills presented in the amount of \$322,592.09 checks 17197-17239 (17200 Voided) (Including EFT's). The vote was as follows:

Brian Taylor	Yes
Perry Tindall	Yes
David Kennedy	Yes
Andy Sides	Yes
Rachelle Roe	Yes
John Scullin	Yes

Sales Tax Revenue – Sales Tax Revenue for the month of June, 2024 was \$1,007,547.22.

Reconciliation Report – No report.

Announcements: Chairman Scullin stated, the entire staff has been working hard and he appreciates all of them.

Executive Session – JAMIE GUINN ARRIVED AT THE MEETING AT 1:36 PM

A Motion was made by Brian Taylor, seconded by Perry Tindall to approve the Special Session Minutes presented for May 29, 2024. The vote was as follows:

Brian Taylor	Yes
Perry Tindall	Yes
Jamie Guinn	Yes
Rachelle Roe	Yes
David Kennedy	Yes
Andy Sides	Yes
John Scullin	Yes

A Motion was made by David Kennedy, seconded by Brian Taylor to adjourn the open session into closed session for the purpose of Personnel. The vote was as follows:

David Kennedy	Yes
Brian Taylor	Yes
Perry Tindall	Yes
Andy Sides	Yes
Rachelle Roe	Yes
John Scullin	

Respectfully Submitted

John Scullin
Chairman

Brian Taylor
Secretary