

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
June 26, 2025

A regular meeting of the Jefferson County 9-1-1 Dispatch Board was duly called to order at 01:02 pm at Jefferson County 9-1-1 Dispatch including an electronically linked social media source (Teams) by Chairman John Scullin. The following members of the Board were in attendance:

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

Also present: John Whitehead – Chief
David Bieser – Assistant Chief
Bob Sweeney – Counsel (Teams)
Penni May – Business Manager

Absent Jamie Guinn – Member

Guests: Angie Edmond, Chris Hermann, Kara Lewis, Michelle Caraway, Tom Nahlik (Teams), Travis Missey (Teams), Adrienne Mayberry, Blake Kruse (Teams), Maddi Morlan, Henry Morice, Allen Flannery and family, Janet Smith (Teams), Mike Prater (Teams), Nick Samples, Bobby Chrisco (AFPD), Bob Dunn (SVFPD), Brian Gaudet (HFPD), Sgt Reese (CCPD).

Agenda –Chairman Scullin presented the agenda; David Kennedy requested to amend the agenda by moving the adjusted budget up to just after guest forum and comments. The decision was made to present the Telecommunicators’ recognition first. A Motion was made by David Kennedy seconded by Perry Tindall to approve the agenda. All present were in favor.

Minutes –Chairman Scullin presented the minutes of the regular session meeting of May 22, 2025. A Motion was made by David Kennedy, seconded by Brian Taylor to approve the regular session minutes of May 22, 2025. All present were in favor.

Guests Forum & Comments:

Jefferson County Emergency Services - Chief Whitehead stated the JCESA held a meeting and items were reported on which will be discussed along the way. Chief Whitehead stated nothing out of the ordinary was reported.

Operations Committee – Chief Whitehead advised he attended the meeting remotely while Assistant Chief Bieser and Radio Technician Nahlik were on site. Discussions were held regarding the map. Chief Whitehead also notified the committee Jefferson County 9-1-1 is getting ready to begin “Select and Recommend” discussions in July. Chief Whitehead advised DeSoto Rural Fire Protection District will be the starting point and will work through the county, agency by agency. Other miscellaneous discussions were held. Nothing else to report.

Telecommunicator Recognition – Chief Whitehead presented Critical Save Certificates to Telecommunicator Madeline Morlan, Nick Samples and Allen Flannery. A stork pin was presented to Henry Morice.

Amended 2025 budget: Chairman Scullin stated as per the change to the agenda, the 2025 amended budget will be discussed now. Chief Whitehead explained the adjustments to the current 2025 budget including the sale of the DeSoto land, to be discussed further later in the meeting. The sales tax income was increased to the new projected amount of 13.8 million, up from the previously approved 11.7 million. The approved spending expenses were set at 9.4 million. This has been adjusted to 10.4 million to reflect the projects that have been approved by the board. Chief Whitehead stated this means instead of 2.2 million going into our reserves, it will be 3.3 million. One of these adjustments on expenditures is due to the new CBA that was approved. Chief Whitehead also reported the capital expenditures occurring this year have been added. Chief Whitehead further discussed the adjustments, pointing out the end of the year reserves are estimated to be approximately 14.5 million due to the board electing to pay for the Motorola radio project in cash. Chief Whitehead then requested comments and questions. Vice Chairman Kennedy reiterated we are cashing out reserves to pay for the Motorola radio project. Chief Whitehead explained the agency will pay 85% of the total contract before December 2025 with the remaining 15% being paid in 2026. Vice Chairman Kennedy asked questions concerning repairs and compound maintenance. Chief Whitehead explained the adjustments. Business Manager May advised 93,000 was previously approved to be spent asphaltting the hills of six tower sites. Vice Chairman Kennedy next asked about the TIF payment. Chief Whitehead explained to the Board that the previous Chief did not list the Arnold TIF as an expenditure. Instead, he took the TIF amount off the top of the sales income. Chief Whitehead wants the budget to more accurately reflect the agency's income and expenditures, so the sales tax income represents the correct amount with the TIF added in as an expenditure. Chief Whitehead looked to Attorney Bob Sweeney for clarification on when the TIF ends, believing it to be ending this year. Attorney Sweeney advised the Finance Director at Arnold would be able to clarify this; however, he believes it to end in 2028. Attorney Bob Sweeney advised Bill Layman is the Finance Director, and he will be able to give us the exact date the TIF ends. More discussions were held involving Chief Whitehead, Business Manager May and Chairman Scullin regarding the TIF and how it fits into the budget. Attorney Sweeney stated it is for Arnold Commons and Arnold Crossroads. Vice Chairman Kennedy made the motion to accept the proposed amended budget for 2025 with a second by Board Member Tindall. No further discussions were held. A roll call vote was taken.

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

Chief's Report:

Perfect Attendance – Chief Whitehead presented the attendance reports. The agency had 24 employees with perfect attendance for the month of May 2025. He also presented a 12-month overview report of the attendance.

Call Statistics Report – Chief Whitehead presented the statistics report for the month of May 2025 advising May was one of the busiest months in the past twelve months. Chairman Scullin asked if the reported number of employees includes the new positions. Chief Whitehead stated the new employees won't be included until they start. Chief Whitehead also clarified this month once again shows the busiest time of the day is between 8am and midnight.

Total Calls 13,355 (9-1-1 Calls-6,814)

Public Relations and CALEA Report – Chief Whitehead presented the Public Relations Report. Chief Whitehead reported he has the Accreditation/PR Manager putting together a few committees for different public relations and educational opportunities. The Public Relations team has been selected. The Little Heroes team has also been selected. The team currently consists of ten people. They have attended an initial training and will have a follow-up training in July. The agency is already receiving requests for the Little Heroes team to present at the schools in August and September. The agency worked a couple PR events, including the Festus Senior Expo on June 18th. The Back-to-School Fair is scheduled for August 9, and the Battle of Badges Blood Drive will be held August 18. Board Member Andy Sides asked if there is an incentive program for the employees or if they are just selected and the extra work is just part of their regular work duty. Chief Whitehead advised the employees either receive offset hours or overtime, depending on the needs of the agency. The employees do not get extra money as an incentive. A lot of people want to be a part of the PR team and want to represent our organization.

Training Report – Chief Whitehead presented the Training Report and informed the board; Chief of Staff Chris Hermann is still running the education program. Three people were hired in June and Chief Whitehead stated he was extremely happy to see Chief of Staff Hermann put them through a two-week academy style training at the main center as well as the backup center before putting them on the floor. Chief Whitehead reported the new hires were able to walk into the radio room with a sense of knowledge that others may not have had. The new hires, led by Chief of Staff Hermann worked together to make sure they have a core foundation. Chief Whitehead further explained the potential benefits of this style of training. Chief Whitehead has spoken with Chief Dunn about the possibility of different trainings with task forces. Chief Whitehead also advised Chief of Staff Hermann is setting up an education committee. Chief Whitehead inquired if Chief of Staff Hermann had anything to add. Chief of Staff Hermann stated it is a requirement for our agency to have the basic telecommunicator class with 48 hours of instruction. Chief of Staff Hermann further explained the process of meeting that requirement. Chairman Scullin thanked Chief of Staff Hermann for his hard work putting this program together. Chief Whitehead advised upcoming trainings include APCO and MPSCC.

Chief Whitehead advised the agency is working with Hexagon regarding utilization of the CAD system to its fullest potential. Chief Whitehead advised the agency will be using our part-time RSA to help configure the system with tools and tips that will make our CAD a little bit better for our telecommunicators. Chief Whitehead advised an AT&T phone upgrade is in progress and the agency will be holding a training by the end of August. AT&T wants to be live by the end of August. Chief Whitehead advised Chief of Staff Hermann, in his new role, is putting together monthly meetings with the Supervisors and Lead Persons to help build the leadership team up. When Chief Whitehead asked if anyone had any questions concerning the Education Report, Board Member Taylor referred back to the Hexagon training inquiring if the training will hold any value. Board Member Taylor wanted to make sure we are getting the most out of the training and not implementing ideas which we later find out are not relevant. Chief Whitehead stated there is a process of prioritizing what Hexagon thinks is important and what the agency actually needs. Chief Whitehead further stated as an example that Select and Recommend will be put together by asking each agency what will work best for them. Chief Whitehead continued to explain the agency is looking to get the best functionality out of our CAD system.

QA/QI report – Chief Whitehead submitted the QA/QI report. Chief Whitehead relayed to Board Member Kennedy that he had received his message concerning the report not providing enough information. Chief Whitehead explained our current reporting system is really a mile high snapshot of what is reported on. The agency is working on a new solution which will have a lot more analytics and will provide a much deeper view of each employee's performance. Chief Whitehead also advised the new system has a training aspect to it, which will be very beneficial for simulating 9-1-1 calls.

Peer Support Report – Chief Whitehead advised the Peer Support team was called out 4 times in June. He further explained the contacts made and relationships formed are going to benefit all of our employees. Chief Whitehead informed the Board that Peer Support Leader Mike Prater held the first peer support team meeting. He has been in touch with Valerie Beason (IAFF liaison). The agency had a couple site visits also. Brandi Powell, the founder of the 911 Chaplain Initiative was one of them. Chief Whitehead spoke on Lead Person Presnell volunteering to go through the 911 Chaplain's 6-month training. Chief Whitehead advised Mike is now presenting Peer Support to the new hires as part of our Academy training. Chief Whitehead stated there are some upcoming peer support training opportunities which we will be sending the team to. Board member Taylor inquired if all members of the Peer Support

Team are Jefferson County 9-1-1 employees. Peer Support Leader Prater advised that is correct. Further discussion was held regarding activation of the team and compensation. Prater advised it is a case-by-case situation currently. Prater also advised he is doing a lot of this on his own time. Chief Whitehead advised the board the program is in the beginning stages with areas still needing to be worked through. Board Member Taylor wants to make sure people are compensated appropriately. Chief Bob Dunn spoke highly of Mike in creating this program. Board Member Andy Sides provided input on ongoing support. Chief Whitehead further spoke on how the program is working so far. Prater advised he continues to work closely with Lisa Flamion (JCSO) to set expectations for the program. Board member Taylor also complimented Prater's work on the program. Chairman Scullin inquired what Valerie Beason does for our agency, stating he is familiar with what she does through the IAFF and the grants she has received. Prater explained she is a sounding board for our peer support team, as well as providing counseling services through the grants she has received.

Legal:

GeoComm Mapping Contract - Chief Whitehead advised a contract signed in October 2023 with GeoComm. Chief Whitehead explained the problems which have ensued since the signing of the contract, including the fact we did not have a test server in place. We are accepting blame for the first 6 months. In May 2024 GeoComm started working on our map. Chief Whitehead stated a map role should take 4 to 6 weeks, not a year. GeoComm has continued to miss several deadlines we put in place. GeoComm finally produced a working map. There are a few problems on the mobile side which Hexagon is working on. This was a 3-year contract with GeoComm. We have paid \$3,000 on the contract at this point. Once we accept this map, we will be required to pay \$30,000 every quarter for a map roll. Chief Whitehead further stated he has little confidence in GeoComm. Chief Whitehead stated they have not met the minimum requirements but questioned if there would be legal issues if we moved to another company. Attorney Bob Sweeney stated ambiguity. Chief Whitehead agreed and went on to advise of two possible outcomes, stating we can work with another provider. Chief Whitehead knows a couple companies who are very familiar with the type of work we need. Chief Whitehead stated the worst case scenario is to stay with GeoComm through the contract which ends October 2026. A discussion was held between board members and Attorney Sweeney. The current decision was made to stay with GeoComm.

Ethics Ordinance - #2025-4 - Chief Whitehead advised we have an ordinance to be approved and looked to Attorney Sweeney to answer any questions concerning Ethics Ordinance #2025-4. Sweeney advised the ordinance needs to be read by title. Board Member Taylor read the ordinance as follows: "It's important to the 9-1-1 Dispatch Board of Jefferson County, Missouri to establish a procedure to disclose potential conflicts of interest and substantial interest for certain officials." A motion was made by Board Member Kennedy with a second by Board Member Sides. Attorney Bob Sweeney explained the semiannual ordinance is required to be passed so that board members do not have to fill out individual ethics disclosures. A roll call vote was taken. Chairman Scullin advised motion passed.

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

Unfinished Business:

Map Roll Update – Chief Whitehead advised he is removing the map roll update from unfinished business after stating the map has been rolled out and there seem to be no issues at this time.

10 Year Plan – As Chief Whitehead began discussing the 10 Year Plan, Board Member Kennedy inquired if we could change the title to 10 Year Alternatives. Board Member Kennedy further explained where he wanted it changed and why. Chief Whitehead agreed to the change and continued with the discussions explaining the different alternatives. Chief Whitehead explained each document showed

different possibilities depending on the pleasure of the board. These options included whether or not we will build a new building, whether or not we will pay for agencies' radios, and/or MDT's. Each document shows anticipated income and expenses. Each document also lays out exactly when our expenses will outweigh our income and we will spend the rest of our reserves. Chief Whitehead spoke on the possibility of building a new center including information on the projected cost. He also spoke on whether or not JCSO will be interested in building a real time crime center, whether or not Emergency Management will want to put in an EOC in the building and that Compass is interested in renting 4 offices for their 988 site. Chief Whitehead informed the board that if a new center is not built, we will still be spending a significant amount of money on the current center to comfortably maintain operations here. Chief Whitehead stated he believes the current center will require \$10,000,000 to bring it up to the standard it needs to be at. A new center could cost between \$15,000,000 and \$20,000,000 with a local architect and builder believing it to be closer to \$15,000,000. Board Member Rachelle Roe stated at the last meeting the Board was seeking clarification on the MDT's and radios. She asked if that had been established. Chief Whitehead explained some of the fire departments are getting away from the Panasonic Tough Books, which are more expensive and are going with laptops instead. Chief Whitehead calculated those adjustments on the documents. Chief Whitehead further explained to the Board they will need to decide if the agency is going to buy MDT's and/or radios. He stated the building can be discussed later, but the agencies we provide dispatch services for need to know if they are going to have to budget for this expense or if Jefferson County 9-1-1 is going to pay for all or even a portion of the radios and/or MDT's. Chief Whitehead further advised the Board needs to sit down and figure out what this means for our organization and what does it mean for the agencies. A discussion was held between board members on forming a workgroup, or project group to go out to the agencies and ask them questions about the MDT's and/or radios to see where the needs are. During this discussion Board Member Roe inquired if we have any prior agreements with any of the organizations. Board Member Taylor stated nothing in writing. Board Member Sides stated he found some old information where some equipment was purchased. Chief Whitehead stated in the past these agreements were verbal and he would like to change that. Chief Whitehead asked if an executive work session would be needed to work through this. Board Member Kennedy stated he does not want an executive work session. He wants to talk with the agencies (customers) and figure out what's the best going forward. After that, a work session can take place. Chief Whitehead inquired if the Board wants him to send out a survey asking the heads of each agency what their needs are. Board Member Sides suggested the Board Members talk with the agencies. Chairman Scullin stated there are some agencies which truly cannot afford the equipment. Chairman Scullin further advised we would love to pay for everything, but we need to pay for our agency's needs first. Chief Bob Dunn spoke on cost sharing. He would like time to budget for these expenses. Chief Dunn also stated he has a problem with being told by Jefferson County 9-1-1 that his agency has to have a certain type of radio, if 9-1-1 is not going to pay anything on that radio, further advising 9-1-1 is forcing him to use a specific radio. Chief Whitehead advised Chief Dunn the Slater Group is the one deciding which radios will work with the system. It is not Jefferson County 9-1-1 dictating this. Chief Dunn clarified and stated he understood it was the Slater Group who made the decision. The fire departments did not have say in which radios they wanted. Chief Gaudet spoke on state legislation cutting their funding. Chief Whitehead spoke on the possibility of 9-1-1 financing radios and/or MDTs for the agencies. Chief Whitehead advised the Board he wants to speak internally. He presented the board with information advising them by the year 2030, if 9-1-1 buys MDT's and radios, with or without a building, 9-1-1 will be in the hole over a million dollars. Chief Whitehead began discussions on how to alleviate this problem, questioning if a Wayfair tax is the way to go. He also spoke on legislation raising the amount we can collect from half a cent to a full cent. This should be signed by the Governor in August. Chief Whitehead also clarified he wants to make sure the decision is amicable for everyone, but we have to take care of the agency and the answer is not to work short or take benefits away from our employees. Chief Whitehead pressed upon the board the importance of this decision. Board Member Taylor inquired where the amount of \$10,000,000 came from as funds needed to update the existing center. Chief Whitehead explained the issues with the current building including the need to double the size of the radio room to accommodate future growth. Chief Whitehead explained the actual cost will be determined when we dial in on which route we are going, building a new center or refurbishing our current center. Board Member Sides asked for clarification on whether we are talking about handhelds in the cars or mobile radios. There was discussion held on the difference between radios, handhelds and MDT's and when each were paid for by Jefferson County 9-1-1. Chief Whitehead advised he will put a survey out to the agencies to see what their needs are. Chief Whitehead suggested the Board Members and the Chief should be talking at the Ops meetings and with agencies to see what is

needed. Board Member Kennedy requested Chief Whitehead take all the information provided and come back with a proposal to the board on which way we will move forward. Board Member Roe reiterated the possibility of financing radio equipment for the agencies. Chairman Scullin summarized everything that had been discussed and stated the board hired Chief Whitehead because he possesses the necessary skills to put this all together. Chairman Scullin thanked everyone for their input and advised we are moving on to New Business.

New Business:

2025 Amended Handbook – Chief Whitehead informed the board our handbook is in the process of being updated. He will email a copy to the board for them to read and plans on bringing the 2025 amended handbook to the next board meeting for their approval.

Instance Program Update – One on one meetings with the staff all pointed to the instance program as their number one concern. Employees are concerned with the punishment they receive for using the sick time we give them. Chief Whitehead worked with the employees to come up with an alternative option on a trial basis from June 1 through December 31, 2025. Chief Whitehead explained the new policy to the board. The basis being if an employee calls out sick and does not have sick time to cover the call out, a verbal warning is given, second callout without sick time results in a written warning. The third callout without sick time to cover the shift results in termination. This policy does not affect FMLA related incidents. The Shop Steward and the Union agree with this change. The Chief further discussed the mandatory overtime callout list and how it comes into play with the new policy. Board Member Taylor inquired if the employees are paid, if they are out of sick time. Chief Whitehead stated the employee's vacation time will be used, if available, otherwise the time is unpaid. Business Manager spoke on the flexibility the new program will allow for, including using vacation time in place of sick time when it doesn't cause overtime. Chief Whitehead further explained the program to the board.

Crystal City Request for us to purchase 1 MDT, 1 Radio for new patrol car – Chief Whitehead advised the Board Crystal City Police Department has requested we purchase them an MDT, radio and a printer for a new car, advising we have never bought printers, so we won't consider that now. Board Member Kennedy asked if it is in the budget. Chief Whitehead replied we have money in reserve which could pay for it. Total cost being approximately \$15,000 (\$9,000 for the mobile and \$5,000 for the MDT). Radio Technician advised the mobiles are almost \$8,000. Chief Whitehead stated \$13,000 should work, and the cost could be as low as \$10,000. Attorney Sweeney advised a motion is not needed, if it is in the budget, just give Chief Whitehead authorization. Chief Whitehead advised Crystal City PD Sgt. Reese to get with the Panasonic Rep and buy what they need. Jefferson County 9-1-1 will reimburse them for the cost.

Monthly Reconciliation Report – Chief Whitehead presented the monthly reconciliation report along with some additional finance reports for the month.

Bills of the Session – The bills of the session were presented by Chairman Scullin. A Motion was made by Brian Taylor, seconded by David Kennedy to approve the June 2025 bills presented in the amount of \$4,578,649.17 checks 17695 - 17744 (Including EFT's). The vote was as follows:

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

Operating Income Report – Chief Whitehead presented the Operating Income Report.

Income/Expenses Trending (24Month) – Chief Whitehead presented this report.

Sales Tax Revenue – Sales Tax Revenue for the month of May 2025 was \$1,105,458.11.

Announcements – Chief Whitehead informed the board, we will be doing Agency head shots November 18th and 19th at the main center from 3pm – 7pm. We are creating a schedule now, if any of the board members are interested in getting a headshot, send an email.

Employee Recognition – Julie Grammer was recognized by Chief Whitehead for her willingness to help out wherever needed and for her positive energy. She started a little over a year ago.

Announcement of work anniversaries - Chief Whitehead also advised Bailey Epple was honored last month for her ten-year anniversary and Jenny Trost has four years with the agency.

Goals and Objectives Update - Chief Whitehead informed the board, the objectives he has been given by the Board are being worked on. The comprehensive pay matrix has been completed. Chief Whitehead advised he is continually meeting with the area Chiefs, with 8 or 9 of them completed. Chief Whitehead advised the Board he leaves in July for CMCP in Danville. He will be working on assessing administrative personnel job duties next and making staffing recommendations, as well as working on comprehensive job descriptions for all staff. Chief Whitehead advised there is another item in his contract the board has requested the qualifications for a new building investigated. It is about 90% completed. The file will be ready to go, if the Board requests he send it out.

Executive Session – A Motion was made by Andy Sides seconded by Perry Tindall to adjourn the open session into closed session for the purpose of Contracts/ Personnel. The vote was as follows:

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

Executive Session Minutes – A motion was made by Brian Taylor to accept the minutes from January 23, 2025 with a second by Rachelle Row. All those present were in favor.

Report from Executive Session:

Hwy 110/21 Appraisal Report – Chief Whitehead provided an appraisal report prepared by Bruns Real Estate Services, Festus, MO. Our purchase price was \$177,086.00. The core drilling cost \$12,850.00. Our total investment is \$189,936.00. The final estimated value is \$217,800.00. Chief Whitehead stated Mark Mann with Mann Plumbing has expressed interest in purchasing the property. There was a discussion concerning where to set the price. Attorney Sweeney advised it would be problematic to sell the property below \$217,800.00. It is not impossible, but would require justification. Attorney Sweeney would be comfortable setting the floor at \$217,800.00. Board Member Kennedy made the motion to sell the highway 110/21 property for a price not lower than \$218,000.00 with a second by Board Member Roe.

Roll Call Vote as follows:

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

Respectfully Submitted

John Scullin
Chairman

Brian Taylor
Secretary