

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
February 26, 2026

A regular meeting of the Jefferson County 9-1-1 Dispatch Board was duly called to order at 1:00 pm at Jefferson County 9-1-1 Dispatch Main Center including an electronically linked social media source (Teams) by Chairman John Scullin. The following members of the Board were in attendance:

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

Absent: Greg Brown

Also present: John Whitehead – Chief
Bob Sweeney – Counsel
David Bieser – Assistant Chief
Penni May – Business Manager
Angie Edmond – Business Manager

Guests- Adrienne Mayberry, Chris Hermann, Kara Lewis, Jackie Manley, Randall Martin, Shawn Legens, Chief John Barton (left at 1:27pm), The following guests were via Teams: Tom Nahlik, Natalie Lewis, Nichole O’Harver, Hannah Wetzel, and Alan Leaderbrand.

Agenda –Chairman Scullin asked if there are any changes to the printed agenda. David Kennedy requested we move Employee Recognition to the top of the meeting going forward. Chairman Scullin asked for a motion to accept the agenda with the one change. David Kennedy made the motion with a second by Rachelle Roe. All present were in favor.

Minutes –Chairman Scullin presented the minutes of the regular session meeting of January 22, 2026. A Motion was made by David Kennedy seconded by Rachelle Roe, to approve the regular session minutes of January 22, 2026. All present were in favor.

Guests Forum & Comments:

Jefferson County Emergency Services - Chief Whitehead reported the meeting was held at Rock Township Ambulance District 5 House. Chief Whitehead stated he will cover items discussed in the Chief’s report.

Operations Committee – Chief Whitehead advised the committee met earlier this week and is working through workflows.

Chief's Report:

Telecommunicator Success - Telecommunicator Amy Brielmaier was recognized for three years of service, being a CTO and for the great work she does.

Work Anniversaries - Chief Whitehead reported there were several anniversaries in February. They are as follows: Blake Kruse, Madelynn Marqua and Emma Notbusch four years, Allen Flannery and Amy Brielmaier three years, and Brandon Remming two years.

Overtime Report – Chief Whitehead presented the Overtime Usage vs Budget report. Chief Whitehead stated that overtime continues to go down, although the past couple of weeks have seen a few different illnesses go through the radio room.

Call Statistics Report – Chief Whitehead presented the call statistics advising the agency received fewer calls this January than last January.

Total Non-Emergency Calls-10,475

Total 9-1-1 Calls-5,366

Total Calls-15,841

Public Relations and CALEA Report – Chief Whitehead reported the Little Heroes program is in full swing. We hosted two cub scout tours. The agency is also working with Northwest School District closely to ensure we have the best information available to protect the children. CALEA's web assessment is completed, and Kara has begun to work on 2026 proofs.

Training Report – Chief Whitehead presented the education report, advising the agency is active with first responder mental health training and Hazmat live trainings. Chief also reported on all the meetings and tours taking place in January. Chief Whitehead reported that training for telecommunicators is going very well. By the end of March, everyone should be released on at least one position. Several telecommunicators are cross-training successfully.

QA/QI Report – Chief Whitehead presented the QA report, advising the GovWorx program is live and actively processing approximately 50% of the calls. GovWorx is still fine-tuning the software to make sure it meets our needs. Chief Whitehead reported 62% of the calls were in high compliance and 5% were non-compliant, providing a training opportunity to improve telecommunicators' skills. Chief Whitehead also reported on the monthly survey report, advising that the public has surprised him with the great response we have seen. There was a discussion regarding the high amount of positive citizen satisfaction responses and how each telecommunicator is recognized for their work.

Legal - Nothing for legal this month

Unfinished Business:

Radio/MDT Committees- Chief Whitehead advised the board the committees have been established with two representatives each from police, fire, EMS and dispatch and one board member. The MDT committee met on Monday, February 23 and the radio committee met on Tuesday, February 24. Chief Whitehead advised that he provided the committees with a history and briefly spoke on quantifying the number of devices each department currently has. Everyone involved seems genuinely interested in finding a solution that works for every department.

Septic Tank Update-Chief Whitehead advised the Board that there were five plumbers looking at the job and two provided bids. Chief Whitehead further advised he reached out to the others trying to get more bids submitted to no avail. Professional On Site's entire bid came in at \$16,070.00. The other company came in at \$46,554.00.

Chief Whitehead stated his recommendation is to go with the \$16,070.00 bid. Chairman Scullin made a recommendation to take Chief Whitehead's recommendation with a second by Board Member Guinn. All in attendance were in favor.

Tower Lighting Update-Chief Whitehead reported to the Board Lumenserve has completed all scheduled sites and all are up and running.

Radio Upgrade Update – Chief Whitehead advised Motorola was on site and stated they needed to do a change out of some back-end equipment at each tower. Chief Whitehead provided information on the difficulties Motorola experienced causing a delay. The upgrade did take place and is working well. Chief Whitehead further reported on the next steps, advising our agency is first in line.

State Rt 110/State Rt 21 Sale – Chief Whitehead reported the sale of the property at State Rt 110 and State Rt 21 has been successfully sold.

Building/Upgrade Feasibility Study Update – Chief Whitehead advised the Board he met with Board members Sides, Brown and Kennedy on Friday, February 14 to review the details of the facility and growth planning documents. Although the county data shows a 2% growth, the Board members were more comfortable using a 1% growth factor. FGMA has been given specifics for 14 workstations by 2030 and 17 workstations by 2055. FGMA toured both centers as well as the property at St. Lukes Church Rd. and have been given all supporting documents. FGMA expects to have information in April, and full reports should be ready by May.

New Business –

911/Non-Emergency Phone Outage – Chief Whitehead advised on February 6 we lost all 9-1-1 lines, all non-emergency lines and all internet service at the main center and the back up center. All 9-1-1 lines immediately rolled to St. Francois County. Chief Whitehead further advised AT&T began working immediately to locate the problem and begin repairs. Non-emergency lines were down from 8:30am until 10pm that night. 9-1-1 lines were back up by midday as AT&T found a workaround while repairing the line. Chief Whitehead provided the Board with information on adding a third line of redundancy which was scheduled to be connected the following week. AT&T will provide an after-action plan within 8 weeks. Chief Whitehead was able to advise the problem came from a main line which was severed by a backhoe in front of the old Northwest High School.

Non-Emergency AI – Chief Whitehead advised the Board he has been looking at three companies who provide this service. Rapid SOS is a front runner due to our agency already using some of their software and their cost being significantly lower than our budgeted amount. Chief Whitehead stated he is not ready to sign yet, due to the number of projects currently in progress. He believes he will be presenting a contract for approval in June.

Financial -

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 Chief Whitehead. A Motion was made by Rachele Roe, seconded by Jamie Guinn to approve the February 2026 bills presented in the amount

of \$850,087.47, checks 18147 through 18187 with thirteen EFTs. A roll call vote was taken with the following results:

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

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

Income/Expenses Trending (24 Month) – Chief Whitehead presented this report. Chief Whitehead advised the Board that the agency’s expenses are still on track and in line with our budget.

Sales Tax Revenue – Sales Tax Revenue for the month of January 2026 was \$1,177,200.40.

Announcements – None

Executive Session – An executive session was not held in February 2026.

A Motion was made by David Kennedy seconded by Rachelle Roe to adjourn the open session of the meeting at 1:42pm. All present were in favor.

Respectfully Submitted

John Scullin
Chairman

Brian Taylor
Secretary