

JEFFERSON COUNTY 9-1-1 DISPATCH
Minutes of Regular Meeting
May 28, 2026

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

David Kennedy – Vice-Chairman
Brian Taylor – Secretary
Andy Sides – Member
Jamie Guinn – Member
Greg Brown – Member
Alan Leaderbrand – Member

Absent: John Scullin (Chairman)

Also present: John Whitehead – Chief
Bob Sweeney – Counsel (Teams)
Angie Edmond – Business Manager

Guests- Adrienne Mayberry, Chris Hermann, Jackie Manley, Randall Martin, Shawn Legens, Kara Lewis, Michelle Caraway, Matt Amos, Zach Winton, Josh Gann, Chief Bob Dunn, Josh Mandell with FGMA. Travis Missey (Teams), Mike Prater (Teams), Tom Nahlik (Teams)-dropped off at some point and Chris Wayne (Teams)-joined late.

Agenda –Vice Chairman David Kennedy asked for a motion to accept the agenda with one proposed change-move the FGMA presentation to Guest Forum and Comments from Unfinished Business. Andy Sides made the motion with a second by Alan Leaderbrand. All present were in favor.

Minutes –Vice Chairman David Kennedy presented the minutes of the regular session meeting of April 23, 2026. A Motion was made by Greg Brown seconded by Brian Taylor, to approve the regular session minutes of April 23, 2026. All present were in favor.

Guests Forum & Comments:

Jefferson County Emergency Services - Chief Whitehead advised the Board this committee will be meeting the following week, no updates at this time.

Operations Committee – Chief Whitehead advised the committee discussed the CAD upgrade and changing event types at their most recent meeting, which was April 22.

Building/Upgrade Feasibility Study Update – Chief Whitehead introduced Josh Mandell with FGMA advising the Board FGMA has been working on the project for approximately two months, and they have a status update to provide. Josh Mandell presented the Board with a detailed status update regarding the scope of the project, costs, and schedules. Following the presentation a discussion was held regarding the timing for completing the feasibility study.

Chief's Report:

Life Saving Awards – Chief Whitehead recognized Josh Gann for a clinical save and his Supervisor Matt Amos who was also Josh' CTO. Chief Whitehead also advised the Board Josh was recently nominated by her peers as Rookie of the Year. Chief Whitehead next presented Zach Winton with an award for delivering a baby.

Telecommunicator Success -Telecommunicator Cori Haverstick was highlighted for always being an inspiration and a leader in the room.

Work Anniversaries - Chief Whitehead reported there were a couple of anniversaries in April. They are as follows: Natalie Lewis – 11 years and Julie Grammer – 2 years

Overtime Report – Chief Whitehead presented the Overtime Usage vs Budget report. Chief Whitehead advised we are still tracking under budget except for one month.

Call Statistics Report – Chief Whitehead presented the call statistics for the month of April advising the number of calls are staying consistent, with a steady increase in calls throughout the day, before dropping off steadily after midnight. Andy Sides inquired if we have considered decreasing staff during the slow hours. Chief Whitehead advised the Board the agency must stay fully staffed because we don't know when a catastrophe could hit.

Total Non-Emergency Calls-12,345

Total 9-1-1 Calls- 6,249

Total Calls-18,594

Public Relations and CALEA Report – Chief Whitehead reported the PR team attended several open houses as well as other local events. Chief Whitehead further advised that the agency will provide tactical telecommunicators for the upcoming Strawberry Festival. Chief Whitehead reported Kara is on track with proving the necessary standards for CALEA.

Training Report – Chief Whitehead presented the education report, advising the agency had personnel participate in the LEPC training exercise. Chief Whitehead also advised the board there are several telecommunicators enrolled in EMD training as well as a Warriors Rest Class for peer support. Chief Whitehead also reported on the advancement of several telecommunicators to their send skill and cross-training progress.

QA/QI Report – Chief Whitehead presented the QA report, advising 2,800 calls were evaluated and all calls were compliant, with less than one percent labeled as noncompliant.

Legal - Nothing for legal this month.

Unfinished Business:

CAD Upgrade Update – Chief Whitehead advised the board Octave performed the update and praised the agency for how prepared we were. Chief Whitehead further advised the board the CAD downtime

during the upgrade was approximately 15 minutes and MDTs were down for about an hour. There are a few areas still being worked through (mobile responder app). Chief Whitehead reported Octave is rolling out a repair for this problem, which should be in place on June 4, 2026. Finally, Chief Whitehead advised he will not accept this project as completed until it is fully operational.

Radio/MDT Committees- Chief Whitehead advised the radio committee is actively working on understanding the differences in the agencies' needs vs wants. They are moving forward. The MDT committee is working on total number of MDTs needed and how they are divided up.

Non-Emergency Software – Chief Whitehead reported to the Board there was a kickoff meeting today with Rapid SOS. Standard implementation time is fifty-three days, setting the Live Day for July 17, 2026. There was a discussion regarding tracking the success of the software, with Chief Whitehead reiterating our level of service will remain the same.

GIS Position – Chief Whitehead reported to the Board Telecommunicator Chris Wayne has been promoted and has been doing well during the two weeks he has been in the position. Chief Whitehead addressed Brian Taylor's concern regarding the amount of time it could take to train Chris.

New Business – Nothing for new business this month.

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 Jamie Guinn, seconded by Brian Taylor to approve the May 2026 bills presented in the amount of \$363,116.57, checks 18306 through 18362 with 15 EFTs. Board Member Alan Leaderbrand inquired how he is supposed to approve the bills when he does not know what the agency is using the business credit cards for. Business Manager Angie Edmond advised Board Member Leaderbrand the statements, receipts and details on which account each item comes out of are included in the bills which are on the table. Board Member Leaderbrand requested the statements be scanned and sent with the board packet prior to the meeting, so he can have time to review the expenditures. Everyone agreed. A roll call vote was taken with the following results:

Jamie Guinn	Yes
Brian Taylor	Yes
Andy Sides	Yes
Greg Brown	Yes
David Kennedy	Yes
Alan Leaderbrand	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 April 2026 was \$1,002,616.08.

Announcements – No announcements.

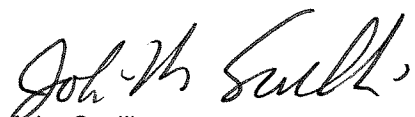
Executive Session – A motion was made at 2:25 pm by Brian Taylor with a second by Andy Sides to adjourn the open session and enter into a closed session pursuant to Sections 610.021.1 RSMo, for the purpose of discussing litigation, personnel and contracts. A roll call vote was taken with the following results:

Brian Taylor	Yes
Andy Sides	Yes
Jamie Guinn	Yes
Greg Brown	Yes
David Kennedy	Yes
Alan Leaderbrand	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 at 2:55pm. All present were in favor.

Respectfully Submitted



John Scullin
Chairman



Brian Taylor
Secretary