Board Members: Jon Lord, Stevan Parsons, David Smith, Philip Green, Mark Sims, Darryl Tavel, Rocky Bell - JeffCoAl911.org

Board Meeting Minutes

March 10, 2021

The monthly meeting of the Jefferson County 911 Emergency Communications District, Inc. (JC911ECD) was held remotely on Zoom through the following website on Wednesday, March 10, 2021:

Join Zoom Meeting

<https://us02web.zoom.us/j/86064721429?pwd=bFM3ckZKOVNHU09FUEtveTRtMmxqdz09>

Meeting ID: 860 6472 1429

Passcode: 792081

Chairman Jon Lord stated the meeting was advertised in compliance with the Alabama Open Meetings Act. Meeting was advertised in compliance with Alabama open meetings act and pursuant to Governor Kay Ivey’s March 18, 2020 Proclamation related to COVID-19 and the Open Meetings Act. Roll call was conducted by Inez Oden

Board Members in attendance: Absent:

Chair Jon Lord Mark Sims

Rocky Bell

Philip Green

David Smith

Darryl Tavel

Stevan Parsons

Chair Jon Lord stated a quorum was present and opened the Zoom meeting at 1:00 p.m.

Staff members in attendance remotely: Director Donnie West, Deputy Director Michael Lee, Chief of Operations Officer Lee Gaither, Chief Administrative Officer Steven Webb, I.T. Manager Scott Sharpton I.T. Support John Richardson, Logistics Manager Jeff Dempsey, Training Support Danielle Mealer, and Human Resources Manager Inez Oden.

Attorney present: Kallie Lunsford

Approve Agenda:

Darryl Tavel made a motion to approve the agenda. Rocky Bell seconded. Motion passed by unanimous vote.

February 2021 Minutes:

Darryl Tavel made a motion to waive the reading of the Board Meeting minutes and approve them as written. Rocky Bell seconded. Minutes approved by unanimous vote.

Financial / Revenue Expenditure Report:

* Review Financial Summary Report:

All Board members reviewed the financial reports summary for February 2021.

**Review Expenditures/Bank Statements**:

* All Board members reviewed the Expenditures/ bank statements for February 2021.

Vote to approve Finance Report and Expenditures: Darryl Tavel made a motion to approve the financial report and expenditures as emailed Stevan Parsons seconded. Motion passed by unanimous vote to approve financial report as written.

Chairman’s Report:

Chairman Lord expressed to Chief Smith that our thoughts and prayers are with him and his staff as they mourn the loss of their employee that passed of Cancer on yesterday.

Director’s Report:

Bug Out: Director West sated that a week ago, Jefferson County along with Birmingham 9-1-1 performed a 3 phase evaluation. During the phases, all calls were transferred to our facility along with Dispatchers active in calls from live events. Everything was transferred back before daylight. Director West thanked all staff that took part in that event.

Center Additions: We haven’t been onsite in about a year. We have added TV’s and a message board to communicate with staff members.

Telecommunicator’s Week: Due to COVID, this year we are implementing some virtual events. We have asked the Chiefs to create a video message, thanking our 9-1-1 Dispatchers for their service and send all submissions to Logistics Manager Jeff Dempsey. Telecommunicators Week wil be held April 11-17, 2021.

Logistics Report

Logistics Manager Jeff Dempsey reported on the call and dispatch statistics for February 2021. He also reported on the high peak on call volume for holidays, Covid-19 impact on call volume, incident summaries, and gave an annual comparison of the totals.

Training Report

Logistics Manager Jeff Dempsey Training Manager stated there was a total of 2,036 training hours.

Operation’s Report:

None at this time

IT Manager’s Report:

None at this time

Deputy Director’s Report:

Deputy Director Lee reported on the back up radio system. He stated that it has not yet been installed. He also stated that he signed a contract on yesterday at a good price.

Unfinished Business:

None at this time

New Business:

Darryl Tavel made a motion to adjust the pay scale and add a 6% overall increase for all eligible employees effective Oct. 1, 2021. Stevan Parsons seconded. Motion passed by unanimous vote.

Other Business from Board Members:

None at this time

Adjourn:

Chair Jon Lord entertained a motion to adjourn. Stevan Parsons made a motion to adjourn. Rocky Bell seconded. Chair Jon Lord adjourned the meeting at 1:26 pm.

Recorded By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_