



Jefferson County 9-1-1 Emergency Communications District, Inc.

P.O. Box 9700 - Birmingham, Alabama 35220

Director: *Donnie P. West Jr.*

Deputy Director: *Michael G. Lee*

Board Members: Jon Lord, Stevan Parsons, David Smith, Philip Green, Mark Sims, Darryl Tavel, Rocky Bell - JeffCoAI911.org

Board Meeting Minutes May 13, 2020

The monthly meeting of the Jefferson County 911 Emergency Communications District, Inc. (JC911ECD) was held remotely on Zoom through the following website on Wednesday, May 13, 2020:

ZOOM JEFFCO 911 BOARD MEETING FOR MAY 13, 2020 Join URL:

<https://us02web.zoom.us/j/82425526514?pwd=aHZKNWFtcnA5eVdrVmNvSWVpVUI4dz09>

Password: 2uQxQV

Chair 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 May 18, 2020 Proclamation related to COVID-19 and the Open Meetings Act. Invocation was performed by Philip Green. No pledge was conducted. Roll call was conducted by Inez Oden.

Board Members in attendance:

Chair Jon Lord
Rocky Bell
Philip Green
Darryl Tavel

Absent:

Mark Sims
Stevan Parsons
David Smith

Chair Jon Lord stated a quorum was present and opened the Zoom meeting at 1:03 p.m.

Staff members in attendance remotely: Director Donnie West, Deputy Director Michael Lee, Chief of Operation's Officer Lee Gaither, Chief Administrative Officer Steven Webb, Logistics Manager Jeff Dempsey, Training Coordinator Robert Vanhooser, and Training Supervisor Danielle Mealer, Executive Assistant Inez Oden

Attorney present: Jay Murrill

Approve Agenda:

Darryl Tavel made a motion to approve the agenda. Philip Green seconded. Chair Lord requested a roll call vote by Inez Oden Motion passed by unanimous vote.

April 2020 Minutes:

Rocky made a motion to waive the reading of the Board Meeting minutes and approve them as written.

Philip Green seconded. Chair Lord requested a roll call vote by Inez Oden. Minutes approved by unanimous vote.

Financial / Revenue Expenditure Report:

- **Review Financial Summary Report:**

All Board members reviewed the financial reports summary for April 2020

"Excellence in Emergency Communications through Dedication and Pride"

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Review Expenditures/Bank Statements:

- All Board members reviewed the Expenditures/ bank statements for April 2020.

Vote to approve Finance Report and Expenditures: Rocky Bell made a motion to approve the financial report and expenditures as emailed. Rocky Bell seconded. Chair Jon Lord called for a roll call vote by Inez Oden. Motion passed by unanimous vote to approve financial report as written and move forward to the Director's Report.

Director's Report:

Director Donnie West reported the status of the facility's progress CAD technology and phone system, IT updates, and dispatch totals. He updated the Board on the activity status and the impact of COVID-19 on the operations of the center. He stated that in an effort to maintain social distancing, we have placed two consoles in the Board room for employees to work. He also stated that we filed a claim with UPS system of \$44,000. This claim has been approved and we can move forward with creating purchase order numbers. Director West then explained to the Board that we are in close communication with Commissioner Knight and the Jefferson County survey group. We have applied for numerous reimbursement programs related to COVID-19. We have developed a spreadsheet of COVID-19 related items that include payroll, PPE furnished for all employees, masks, increased, cleaning products, gloves, and hand sanitizer. Darryl Tavel requested that Director West send him a list of all the COVID-19 related supplies that will be needed for the next 6 months. Director West stated he would get the list to him and thanked him for his generosity.

Unfinished Business:

None at this time

New Business: None at this time

Other Business from Board Members

No comments from Board Members at this time.

Adjourn:

Chair Jon Lord entertained a motion to adjourn. Rocky Bell made a motion to adjourn Darryl Tavel seconded. Chair Jon Lord entertained a roll call vote by Inez Oden. Chair Jon Lord adjourned the meeting at 1:18 pm.

Recorded By: _____

Approved By: _____