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

Board Meeting Minutes

October 14, 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, October 14, 2020:

Join URL Meeting:

<https://us02web.zoom.us/j/89006057767?pwd=VHhUWjRMVU94THlrTFZ3SEUydmpvZz09>

Meeting ID: 890 0605 7767

Passcode: 742973

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. Invocation was performed by Steven Webb. Roll call was conducted by Inez Oden

Board Members in attendance: Absent:

Chair Jon Lord Mark Sims

Rocky Bell Darryl Tavel

Philip Green

David Smith

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 and Training Coordinator Bob Vanhooser Logistics Manager Jeff Dempsey and Human Resources Manager Inez Oden.

Attorney present: Jay Murrill

Approve Agenda:

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

September 2020 Minutes:

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

Financial / Revenue Expenditure Report:

* Review Financial Summary Report:

All Board members reviewed the financial reports summary for September 2020

**Review Expenditures/Bank Statements**:

* All Board members reviewed the Expenditures/ bank statements for September 2020.

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

Director’s Report:

Director Donnie West informed the Board that we are currently seeking an IT Support Specialist and the closing date will be Friday October 16, 2020 or until successfully filled. We also have (7) seven new hires that started on September 21, 2020. They are currently undergoing training. Director West also stated that the City of Mountain Brook hired a consulting group to interview PSAPs to determine if they should stay with their current PSAP or venture out to a new provider. The final interviews for our center just closed on last week. Director West then explained to the Board the premise behind the BRIC Funding. He stated that he has spoken with the EMA Director and they have scheduled a call the later part of this week to discuss funding for building an emergency center that will house EMA and 9-1-1 together.

Logistics Report

Logistics Manager Jeff Dempsey reported on the call and dispatch statistics for September 2020. He also reported on the high peak on call volume, incident summaries, and gave an annual comparison of the totals.

Training Report

Training Manager Bob Vanhooser reported there was a total of 566 raining hours for September 2020. The new hires hours along with existing employees training hours were combined. Training hour’s totals have been impacted by COVID-19 and caused an overall decline.

Operation’s Report:

None at this time

Deputy Director’s Report:

* **Update on Technology**: I.T. Manager Scott Sharpton explained to the Board that we have an upcoming training with Crewforce. We also have a pilot program with UAB where it enables the staff to see the ETA patient’s arrival on the scene. This program is functioning well.
* **Update on UHF Backup System**: Deputy Director Michael Lee stated that out of (33) thirty-three fire departments, (5) five departments are awaiting installs. The departments that are left are Palmerdale, Concord, and departments on Highway 31 corridor. All other departments have completed testing and are working well.

Unfinished Business:

JCSO Contract: Attorney Jay Murrill addressed the Board and stated that the JCSO contract is a (5) five year contract that specifies the number of channels provided as well as included a price adjustment from the fixed price. We will be better able to forecast compensation. Attorney Murrill recommended that the Board approve contract. Chair Jon Lord entertained a motion to approve the JCSO contract as written. Rocky Bell made the motion. Steven Parsons seconded. Motion passed with unanimous vote.

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. Steven Parsons made a motion. Rocky Bell seconded. Chair Jon Lord adjourned the meeting at 1:28pm.

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

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