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

Board Meeting Minutes

Jan. 13, 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, September 9, 2020:

Join Zoom Meeting

<https://us02web.zoom.us/j/81626396522?pwd=YkhpMUprWkl6Z0c0VFNzMFExLzZiZz09>

Meeting ID: 816 2639 6522

Passcode: 527888

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 Mark Sims. Pledge was conducted. Roll call was conducted by Steven Webb

Board Members in attendance: Absent:

Chair Jon Lord Stevan Parsons

Darryl Tavel

Rocky Bell

Philip Green

David Smith

Mark Sims

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, and Human Resources Manager Inez Oden.

Attorney present: Jay Murrill

Approve Agenda:

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

November & December 2020 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 November and December 2020

**Review Expenditures/Bank Statements**:

* All Board members reviewed the Expenditures/ bank statements for November & December 2020.

Vote to approve Finance Report and Expenditures: Darryl Tavel 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 gave an update on the impact of COVID-19.

Logistics Report

Logistics Manager Jeff Dempsey reported on the call and dispatch statistics for December 2020. He also reported on the high peak on call volume, holiday volumes, incident summaries, and gave an annual comparison of the totals. He stated that the increase of calls could be related to COVID-19 but we would have to compare more data for that determination.

Training Report

Logistics Manager Jeff Dempsey presented the training report in Training Manager Bob Vanhooser’s absence. There was a total of 1,186 training hours. Training hour’s totals have been impacted by COVID-19 and caused an overall decline, but most of the training hours were the result of training by the (7) seven new Telecommunicators.

Operation’s Report:

None at this time

IT Manager’s Report:

None at this time

Deputy Director’s Report:

None at this time.

Unfinished Business:

None at this time

New Business:

None at this time

Executive Session:

The Board entered Executive session to discuss pending litigation as advised by Attorney Jay Murrill. Inez Oden conducted a roll call vote. Majority voted to enter Executive Session at 1:18. Chair Lord dismissed public and stated that the meeting would adjourn immediately after Executive Session.

Adjourn:

Chair Jon Lord entertained a motion to adjourn. Darryl Tavel made a motion to adjourn. Rocky Bell seconded. Chair Jon Lord adjourned the meeting at 1:45 pm.

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

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