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

Board Meeting Minutes

Feb. 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, February 10, 2020:

Join Zoom Meeting

<https://us02web.zoom.us/j/81359142177?pwd=QUhzTGJsSDNIc3Q0bFhxNmRrSG8zZz09>

Meeting ID: 813 5914 2177

Passcode: 910967

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. Pledge was conducted by Donnie West. Roll call was conducted by Inez Oden

Board Members in attendance: Absent:

Chair Jon Lord Stevan Parsons

Rocky Bell Darryl Tavel

Philip Green Mark Sims

David Smith

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: Jay Murrill

Approve Agenda:

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

January 2021 Minutes:

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

Financial / Revenue Expenditure Report:

* Review Financial Summary Report:

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

**Review Expenditures/Bank Statements**:

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

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

Chairman’s Report:

Chairman Lord expressed to Chief Smith of Fultondale that on behalf of the Board, they are extremely saddened to know the events that have occurred in the City of Fultondale. He stated that they are in our thoughts and prayers as they recover from the effects of the tornados. He also commended his staff and the Dispatchers for performing a great job.

Director’s Report:

Director Donnie West reiterated what Chair Lord said and took the opportunity to thank the staff who helped with communication with the City of Fultondale. He also stated that the Jefferson County 9-1-1 Annual Report was now available. All Board members received electronic copies.

Logistics Report

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

Training Report

Training Manager Bob Vanhooser stated there was a total of 2,194 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 new hires, CTO training, and the NENA CMPCP Program in which Director West, Training Support Staff Danielle Mealer, and Training Manager Bob Vanhooser completed on last week.

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 Chief of Operations Lee Gaither is working with Chiefs and getting SOG’s. He also stated that internet has been ordered for the new location and a site survey has been issued. The next step is to get the necessary equipment to tie back into the center. The anticipated time frame is undetermined, however he has told them that we need this project completed as soon as possible.

Unfinished Business:

None at this time

New Business:

None at this time

Other Business from Board Members:

Chief Smith stated that during the storm and tornados that automatic aid and mutual aid worked fine. He appreciates all the help from the law and fire side as well as the thoughts and prayers and will gladly return the favor if we need them.

Adjourn:

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

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

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