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

Board Meeting Minutes

April 14, 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/84784659983?pwd=S3kyYzFRSUNhTEhQclRNeXBlMFJ1QT09>

Meeting ID: 847 8465 9983

Passcode: 860287

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 Steven Webb.

Board Members in attendance: Absent:

Chair Jon Lord

Rocky Bell

Philip Green

David Smith

Darryl Tavel

Stevan Parsons

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., Logistics Manager Jeff Dempsey, and Training Support Danielle Mealer.

Attorney present: Jay Murrill

Approve Agenda:

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

March 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 March 2021.

**Review Expenditures/Bank Statements**:

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

Vote to approve Finance Report and Expenditures: Darryl Tavel 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:

Director’s Report:

MWCH Workman’s Comp Insurance: Director West advised the Board that Jefferson County 9-1-1 had received for the 7th year in a row, the “Gold Status” from MWCH Insurance. This is a major accomplish for the staff and employees. The next step is platinum.

Awards at 9-1-1: Director them yielded time to Lee Gaither allowing him to introduce two recipients at Jefferson County 9-1-1 who have been awarded accommodations. Misty Nelson was recognized as Rooky of the Year by APCO International, and Amy Williams was given the Lifesaver Award after she gave 12 rounds of CPR in an address that was in the unincorporated part of Jefferson County. When EMS arrived on the scene, the patient had a pulse and was transported by ambulance to a nearby hospital.

Report on Antioch Fire: Director West informed the Board that he had been contacted by Antioch Fire that is located just inside Tuscaloosa County requesting that we dispatch them on calls that are in Jefferson County that are close enough for them to run on. In recent days they have been willing to run into some of the unincorporated areas of Jefferson County (Adger, North Johns) on several structure fires. Meetings are forthcoming with Jefferson County 9-1-1 to get logistics, CAD information and necessary documents with policies and procedures for them to be added into our system here.

National Public Safety Telecommunicator’s Week April 11 –17, 2021: Director West announced that all employees both full time and part time will be receiving a nice tumbler and the State 9-1-1 Board had sent a packet to all employees as well.

Logistics Report:

Logistics Manager Jeff Dempsey was in Prattville for ACCA Training & Certification, and the Logistics report was presented by Steven Webb.

Training Report

Chief Administrative Officer, Steven Webb reported there was a total of 1.084 training hours.

Operation’s Report: Operations Chief Lee Gaither, reported that Rocky Ridge Fire Dept had brought lunch today for all of the employees for Telecommunicator’s Week. On Thursday and Friday, the Executive Staff is providing lunch for all Telecommunicators. Fultondale, Glenwood, Warrior and Mt. Olive Fire Departments are coming together and cooking on-site for our employees on Saturday and Sunday. Jefferson County 9-1-1 is grateful for everything that different agencies have done and are doing to recognize the hard work of our Public Safety Telecommunicator’s.

IT Manager’s Report:

None at this time

Deputy Director’s Report: Michael Lee gave an update to the Board stating that in keeping up with the ISO requirements and in an order to help our agencies get the best rating we now have added alert tones to the radio backup system. In addition to that we now are recording 24/7 and the repeater tower sites. Director West added here that he had been in contact with Kyle Biles with ISO and Kyle will be visiting every Fire Department that is in the unincorporated areas of Jefferson County to update his ISO records. Director West wanted to put all Fire Departments on notice that this would be coming in the near future.

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Unfinished Business:

None at this time

New Business:

Other Business from Board Members:

None at this time

Adjourn:

Chair Jon Lord had to leave the meeting due to a structure fire in his area and Daryl Tavel took over the meeting to ask for and motion to adjourn since there was not new business. Rocky Bell made a motion to adjourn. Philip Green seconded. Daryl Tavel adjourned the meeting at 1:40 pm.

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

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