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

Board Meeting Minutes

August 18, 2021

The monthly meeting of the Jefferson County 911 Emergency Communications District, Inc. (JC911ECD) was held on Zoom Wednesday, August 18, 2021.

Join Zoom Meeting <https://us02web.zoom.us/j/89890031232?pwd=M08xVkN5ZDI2RWo2QmRWeDNHRS9Zdz09>

Meeting ID: 898 9003 1232 Passcode: 309110

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 Inez Oden.

Board Members in attendance: Absent:

Chair Jon Lord Stevan Parsons Philip Green Mark Sims

Darryl Tavel

David Smith

Chair Jon Lord stated a quorum was present and opened the meeting at 1:00 p.m.

Staff members in attendance: 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 Coordinator Bob Vanhooser.

Attorney present: Jay Murrill

Approve Agenda:

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

May 2021 Minutes:

Darryl Tavel made a motion to waive the reading of the June and July Board Meeting minutes and approve them as written. David Smith seconded. Minutes approved by unanimous vote.

Financial / Revenue Expenditure Report:

* Review Financial Summary Report:

All Board members reviewed the financial reports summary for June and July 2021.

**Review Expenditures/Bank Statements**:

* All Board members reviewed the Expenditures bank statements for June and July 2021.

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

2021 Proposed Budget Draft

Chief Administrative Officer Steven Webb gave a synopsis of the proposed 2021-22 budget and outlined a proposed increase in budget line areas. Board agreed to move discussion to a Work Session on August 8th. Time to be determined.

Chairman’s Report:

 None at this time

Director’s Report:

Monthly Activity Report: Director West presented to monthly activity report for staff for July 2021.

American Rescue Plan: Director West described how the E-911 staff how we brainstormed ways to improve infrastructure, towers for Bug out systems, and miscellaneous additions as microwaves to the center. We are currently still in discussions with County Commissions regarding improvements.

World Games: Director West stated that we are still preparing for the World Games that will take place July 7-July 17, 2022.

Logistics Manager’s Report

Logistics Manager Jeff Dempsey reported on the call and dispatch statistics for June and July 2021. He also reported on the high peak on call volume, holiday 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 1427 training hours for the month of July. 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. He also introduced the (5) five new hire to the Board.

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:

Resolution to Reclassification to First Responder: Darryl Tavel made a motion to reclassify Jefferson County 9-1-1 employees to First Responders. David Smith seconded. Motion passed by unanimous vote.

Other Business from Board Members:

None at this time

Adjourn:

Chair Jon Lord entertained a motion to adjourn. Darryl Tavel made a motion to adjourn. David Smith seconded. Chair Jon Lord adjourned the meeting at 1:37 pm.

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

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