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

Board Meeting Minutes

Oct. 20, 2021

The monthly meeting of the Jefferson County 911 Emergency Communications District, Inc. (JC911ECD) was held on Zoom Wednesday, October 20, 2021.

Vice Chair Darryl Tavel 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.

Jefferson County 9-1-1 is inviting you to a scheduled Zoom meeting. Join Zoom Meeting

<https://us02web.zoom.us/j/81536677072?pwd=TE1ZdllUREFKY2FsNHBhemhvM2c4QT09>

Meeting ID: 815 3667 7072

Passcode: 167550

Board Members in attendance: Absent:

Chair Jon Lord Mark Sims Philip Green Stevan Parsons

Darryl Tavel

David Smith

Vice Chair Darryl Tavel 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 Human Resources Manager Inez Oden

Attorney present: Jay Murrill

Approve Agenda:

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

August 2021 Minutes:

Jon Lord made a motion to waive the reading of the September’s 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 September 2021.

**Review Expenditures/Bank Statements**:

* All Board members reviewed the Expenditures bank statements for September 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:

None at this time

Director’s Report:

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

Security Fencing: Director West updated Board on getting security fencing for the property. He explained that it will allow us to expand and provide additional parking. He has contacted General Services and they had an architect review our plans of expansion. We are waiting to hear what the next stage of planning will be.

New Hires: Director West stated that we just extended the offer of employment to (5) new candidates. They will start on Oct. 25, 2021. The last training group is completing the last phases of their training and will be released to the floor soon.

National Night Out: Director West stated that National Night Out was last night. There was great attendance for Public Safety however the general public’s attendance was low. We will send suggestions to the City of Center Point on ideas to increase attendance.

Terms of Board Members: Director West stated that Chair Jon Lord and Rocky Bell’s terms are close to expiring. For the next term, Director West stated that Chair Jon Lord should represent CAFCA and Rocky Bell should represent Jefferson County Fire District since each currently are interconnected with each organization. Director West stated that should turn in their appointment letters as soon as possible.

Logistics Manager’s Report

Chief Administrative Officer Steven Webb reported on the call and dispatch statistics for September 2021. He also reported on the call duration and volume, incident summaries, and gave an annual comparison of the totals. He also reported on an increase in Labor Day holiday call volume and did an annual comparison.

Training Report

Chief of Operations Lee Gaither presented the Training report. He stated there was a total of 3,214 hours of training hours for the month of September and the last group of New Hires are ½ way through the Training Academy.

Operation’s Report: Chief of Operation’s Lee Gaither stated that our center participated in the Butter Bean Festival. During the festival we had (2) two fully functional CAD positions over the course of (2) days. He also thanked the City of Homewood and the City of Birmingham 9-1-1 for letting us use their trailer.

IT Manager’s Report:

None at this time

Deputy Director’s Report:

None at this time.

Unfinished Business:

None at this time

New Business:

Director Donnie West stated that we will have our next Board Meeting on Nov. 10, 2021. He also explained to the Board that usually we suspend the December meetings every year and resume in January. David Smith made a motion to suspend December 2021’s meeting and resume the regular scheduled Board Meeting in January 2022. Rocky Bell seconded. Motion passed by unanimous vote.

Other Business from Board Members:

None at this time

Adjourn:

Vice Chair Darryl Tavel entertained a motion to adjourn. Jon Lord made a motion to adjourn. Rocky Bell seconded. Vice Chair Darryl Tavel adjourned the meeting at 1:15 pm.

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

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