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

Board Meeting Minutes

November 10, 2021

The monthly meeting of the Jefferson County 911 Emergency Communications District, Inc. (JC911ECD) was held on Zoom Wednesday, November 10, 2021.

Join Zoom Meeting

<https://us02web.zoom.us/j/88616755549?pwd=bFpBS1Ivdi9pNVk0YzNWNk1pRW90QT09>

Meeting ID: 886 1675 5549

Passcode: 750617

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 Mark Sims Philip Green David Smith

Darryl Tavel Rocky Bell

Stevan Parsons

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 Quality Assurance Supervisor Marcy Ledbetter.

Attorney present: Jay Murrill

Approve Agenda:

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

October 2021 Minutes:

Stevan Parsons made a motion to waive the reading of the October Meeting minutes and approve them as written. Darryl tavel seconded. Minutes approved by unanimous vote.

Financial / Revenue Expenditure Report:

* Review Financial Summary Report:

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

**Review Expenditures/Bank Statements**:

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

Vote to approve Finance Report and Expenditures: Darryl Tavel made a motion to approve the financial report and expenditures as emailed. Philip Green 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 October 2021.

World Games: Director West stated that we are still preparing for the World Games that will take place July 7-July 17, 2022. We’ve had several prep classes brought to us. We have teamed with a consulting firm to help us develop our Communication Plan.

ACCA County Commissioner Conference: The AACA will host a County Commissioner conference downtown on Dec. 8th and 9th. During the conference they will introduce a bill that recognizes Dispatchers as First Responders.

GIS Conference

Next week IT Support John Richardson will represents Jefferson County 9-1-1 in a GIS conference in Orange Beach, Alabama.

Logistics Manager’s Report

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

Training Report

Quality Assurance Supervisor Marcy Ledbetter introduced herself to the Board stated there was a total of 1427 training hours for the month of October. 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 (5) new hires that started this week and the (4) new hires that are currently working on the floor.

Operation’s Report: Chief of Operation’s Officer Lee Gaither reported that Telecommunicator Leesa Hood will be recognized on tomorrow by The City of Fultondale as Telecommunicator of the Year for her assistance during the tornadoes.

IT Manager’s Report:

None at this time

Deputy Director’s Report:

Deputy Director Michael Lee updated the Board on advancements in Cybersecurity fir the center as well as engaging with DATAMARK regarding a statewide GIS system. He also stated that we will be funding an upgrade at the Palmerdale tower, which will primarily benefit Jefferson County Sheriff’s office deputies and the Fire Departments in this area. Deputy Director Lee also explained to the Board that a few nights ago we had a fiber cut but it didn’t impact 9-1-1 telephone lines. It did however impact ACTIVE 9-1-1 and some of the reports that go out to the Fire Departments we serve. We are in the process of building more redundancy so this does not occur again. He will keep the Board updated.

Accreditation: Director West stated I the next few weeks will submit our application for APCO Accreditation. There has not been any 9-1-1 center in Alabama that has achieved this. Hopefully in August of 2022, APCO will present us with accreditation.

Unfinished Business:

Chair Jon Lord stated that the regular scheduled December Board meeting is cancelled and we will reconvene in January 2022.

New Business:

None at this time.

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. Stevan Parsons seconded. Chair Jon Lord adjourned the meeting at 1:27 pm.

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

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