



Jefferson County Emergency Communications

Meeting Minutes

Jefferson County 911 Emergency Communications Board

April 15, 2021

The Jefferson County 911 Emergency Communications Board convened a regularly scheduled meeting on April 15, 2021 at 1:00 p.m. at the Jefferson County Emergency Services Center.

Chairman Jeff Coffey presided over the meeting and called the meeting to order. Member Lee Turner, Billy John Cureton, Mike Price and Joe Gibson were absent.

I. Approval of Minutes

The minutes of the Board's January 21, 2021 meeting were reviewed. Member Phillips moved to approve the minutes. Member McRae seconded the motion. The Board voted in favor of adopting and approving the minutes as presented.

II. Financial Report

The financial statement for the third quarter (January – March 2021) and balance sheet as of March 31, 2021 were reviewed. The report shows revenue received totaled \$322,303.63 and expenses totaled \$317,301.72. The cash balance as of the March 31, 2021 balance sheet totaled \$1,182,018. Member Cotter moved to approve the financial report. Member Phillips seconded the motion. The Board voted in favor of adopting and approving the financial reports as presented.

III. 2020-2021 Budget Amendment #2

Budget Amendment 2 was presented to the board. Director Crowther explained to the Board that there were a couple of line items with overages due to testing required for hiring, software increases, as well as switching internet providers. Funds were moved from Health Insurance to balance those accounts. There was not a change in the bottom-line figures of the budget. Member Phillips moved to approve the budget amendment. Member McRae seconded the motion. The Board voted in favor of adopting and approving the budget amendment as presented.

IV. 2021-2022 Budget for Consideration

The 2021-2022 budget was presented to the board. Director Crowther explained that the budget was similar to the prior year with no increases. Member Cotter asked why the pension line had an increase and it was explained that there is a small liability for pension, and it was recommended that our contribution amount be increased to lower the liability amount.

The board was presented with a 5% increase budget assumption for medical insurance, and it was requested that this amount be included within the approved budget in the event that this increase was applied. We are still waiting to hear back from the State. Jefferson County past history has absorbed this assumption within their contribution. It was also requested that any salary increases which Jefferson County received would be included in the approved budget. Member Phillips moved to approve the 2021-2022 Budget including the insurance assumption and any salary increases from Jefferson County if applicable. Member Cotter seconded the motion. The Board voted in favor of adopting and approving the 2021-2022 Budget.

V. Call Report Jan-Mar 2021

The call report for Jan-Mar 2021 shows that 31,622 phone calls were processed. There were 15,275 calls assigned to public safety agencies. There were 154,266 radio transmission.

VI. Other Business by the Director

Director Crowther advised the board that the TECB paid for a Network Penetration Test through Mission Critical Consulting. The district was scored highly in the test and only had some minor issues to review. One dealing with system backups. That system is no longer in place and those noted issues have been resolved.

All the legislation affecting Communications Districts has been resolved in the General Assembly. No major changes took affect this legislative session.

VII. Adjourn

Member Phillips made a motion to adjourn. Member Cotter seconded the motion. The meeting was adjourned.