



# Jefferson County Emergency Communications

Meeting Minutes

Jefferson County 911 Emergency Communications Board

July 15, 2021

The Jefferson County 911 Emergency Communications Board convened a regularly scheduled meeting on July 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 Chad Cotter, Brad Phillips, Colin McRae, and Joe Gibson were absent.

## **I. Approval of Minutes**

The minutes of the Board's April 15, 2021, meeting was reviewed. Member Turner moved to approve the minutes. Member Price seconded the motion. The Board voted in favor of adopting and approving the minutes as presented.

## **II. Financial Report**

The financial statement for the fourth quarter (April – June 2021) and balance sheet as of June 30, 2021, were reviewed. The report shows revenue received totaled \$485,024.79 and expenses totaled \$346,268.43. The cash balance as of the June 30, 2021, balance sheet totaled \$1,476,362.34. Member Ballinger moved to approve the financial report. Member Price seconded the motion. The Board voted in favor of adopting and approving the financial reports as presented.

## **III. 2020-2021 Budget Amendment #3**

Budget Amendment 3 was presented to the board. Director Crowther explained to the Board that there were a couple of line items that needed to be adjusted for yearend. There were no changes to the bottom-line balance of the budget. Member Turner moved to approve the budget amendment. Member Ballinger seconded the motion. The Board voted in favor of adopting and approving the budget amendment as presented.

## **IV. Call Report Jan-June 2021**

The call report for Jan-June 2021 shows that 67,905 phone calls were processed. There were 33,651 calls assigned to public safety agencies. There were 329,118 radio transmission.

Mayor Potts asked about staffing and the number of positions that were open. After discussion Director Crowther was requested to bring a needs assessment back to the board, as the increase in call volume and growth of the county is concerning. 9-1-1 operations needs to be ahead of these changes.

## **V. Other Business by the Director**

The Board was advised that the district will be considering another option for company banking as the current banking institute, Home Trust Bank, will be closing the Jefferson City Branch on September 16, 2021. Director Crowther will explore other local banking options.

Director Crowther advised the board that it appears that there will be a healthy roll over of funds. The main reason for this is less expenditures due to COVID restrictions. There was no travel or outside training, and other expenses were controlled to ensure proper staffing availabilities.

Director Crowther will be bringing some projects to the board for consideration. New consoles furniture for the dispatch

center is a high priority, as the existing furniture is end of life and it is hard to even get replacement parts. Mobile communications and the backup center are also being reviewed for upgrade considerations.

**VI. Adjourn**

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