

9-1-1 Advisory Board Meeting November 28, 2018

- 1. CALL TO ORDER** – The Greene County 9-1-1 Advisory Board was called to order by Chair Williams on November 28, 2018 at 3:00 p.m. in the Public Safety Center, 9-1-1 Conference room at 330 W. Scott Street, Springfield, MO 65802. Eight board members and proxies were in attendance. *Attendance details in Attachment.*
- 2. APPROVAL – October 17, 2018 Meeting Minutes** – Williams indicated a draft of the meeting minutes were distributed to the board members for review prior to the meeting. Pennington motioned to approve the minutes, Quigley seconded. Motion carried 8/0.

3. STATUS UPDATES

Financial Reports – Financial Reports -Jeff Scott, representing the Greene County Budget Office, presented the September Financial reports. September is 75% thru the year. Revenues are out-performing at 83.07%. Total expenses thru September are \$4,527,111.95 or 68.5% of total budget. If Contingency is backed out of budget and a monthly allocation is assumed for general liability, Springfield Allocated Overhead, and CAD Maintenance expenses then Adjusted Budget is \$4,907,967.73 and Adjusted Spending is \$4,403,493.36, 68.7% or \$504,474.37 to the good. This savings occurs in personnel which at \$519,094.12 below budget makes up for overages in the other areas without having to use contingency. Training & Meetings is 91.68%, and Network Line is 86.35% of budget (includes a December charge and a double charge this month). Building Maintenance is at 132.91% of budget. Office Supplies is at 110.62%, Postage is 81.44% of budget. Computer Equipment remains at 212% of budget due to the Stancil Recording System upgrade (item approved to be handled by contingency funds). Vacancy is on pace to be over \$674,800. Cash balance at 9/30/18 (cash basis) of \$3,925,933.22 is \$717,869 above last year. Cash level is more than 2.3 million dollars more than required operating reserve level.

Written by Jeff Scott, Greene County Budget Office *

4. OLD BUSINESS

- A. Emergency Communications Department Update – Schwartze** – The October monthly “Atta’s” and compliments were passed around. There were three external complaints in October in which two were unfounded after investigation and one a process error was discovered and handled.
- B. PICAD and Statistics Update –Schwartze** – Monthly statistics were reviewed. We had 26 text-to-911 calls this past month. Schwartze stated the number of phone calls are increasing here and there. She noted the types of texts to 911 received are generally related to domestic or health issues. Schwartze said the texts to 911 is being advertised to groups such as the Victims Shelter and other organizations are being educated on the availability of texts to 911.
- C. Staffing Study Update** – A group recently did a staff study and it was discovered Springfield-Greene County 911 Emergency Communications needs additional staff and higher pay scale opportunities. Schwartze said all of these items are things that will need to be accommodated through budgeting.

Williams asked if the Staffing Study Update is the same as what was presented previously. Schwartze responded in the affirmative. William asked the 911 Advisory Board if they want to receive the Staffing Study Update on an as needed basis. The board responded in the affirmative.

5. NEW BUSINESS

- A. Motorola CAD 5-Year Maintenance Renewal** – Every five years there is maintenance for CAD (Computer Aided Dispatch). Motorola has recently asked for permission to monitor the system for any issues and flags the item if there is an issue. Schwartze said we had been testing this monitoring system for one year and it is functioning well. The new five-year maintenance renewal includes the advanced monitoring and will include a 3% increase each year for the advanced monitoring. Schwartze noted the many discounts included with this renewal.

Moore motioned to move forward with the five-year maintenance renewal with Motorola, Woods seconded. Motion carried 8/0.

Swartzze noted the renewal will not begin until April.

- B. Executive Secretary Megan Cunningham** – Chief Williams introduced and welcomed Megan Cunningham as the new Executive Secretary for Springfield-Greene County 911 Emergency Communications.

- 6. ADJOURNMENT** -- With no further business to discuss, the meeting was adjourned at approximately 3:42 p.m. Pennington motioned to adjourn, Schrader seconded. Motion carried 8/0.

The next scheduled meeting will be **Wednesday, December 19, 2018 at 3:00 p.m.** 9-1-1 Conference Room, second floor of the Public Safety Center.

Attachment 1

Present

Paul Williams Springfield Police Department Representative
 Larry Woods-Proxy Greene County Municipality Representative
 David Pennington Springfield Fire Department Representative
 Lisa Langley Member-at-Large Representative
 Collin Quigley City of Springfield Representative
 Mark Staeger-Proxy Greene County Sheriff's Office Representative
 Sarah Schrader Springfield Business Representative
 Scott Moore Greene County Fire District Representative

Absent

Chris Coulter Greene County Commission Representative

Non-Voting Members Attendance

Zim Schwartz Springfield - Greene County Emergency Communications Department
 J.R. Webb Springfield - Greene County Emergency Communications Department
 Megan Cunningham Springfield - Greene County Emergency Communications Department

	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	July 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2017	Present 17	Present 18	Absent 17	Absent 18	Proxy 17	Proxy 18
David Pennington	X	A	P	1	1	P	1	1	1	1	1	P	7	5	1	1	2	2
Jim Arnott	X	1	1	A	A	A	1	A	P	P	P	P	6	3	1	4	4	2
Sara Schrader	X	1	1	1	A	A	1	1	1	1	1	1	9	6	0	2	0	0
Lisa Langley	X	A	1	1	1	1	1	1	1	1	1	1	6	7	1	1	0	0
Lindsey Mericle	X	1	1	1	1	1	1	1	1	1	A	1	8	8	1	0	0	1
Scott Moore	X	1	A	1	1	1	A	P	1	1	P	1	7	5	1	2	1	1
Collin Quigley	X	1	1	1	A	1	1	1	1	A	A	1	7	7	4	1	0	0
Chris Coulter	X	1	1	A	A	1	1	P	1	1	A	A	8	5	2	2	1	1
Paul Williams	X	1	P	1	1	1	1	1	1	1	1	1	9	7	0	0	2	1

* X – Canceled Meeting January 10, 2018