

9-1-1 Advisory Board Meeting

July 11, 2018

- 1. CALL TO ORDER** – The Greene County 9-1-1 Advisory Board was called to order by Chair Williams on July 11, 2018 at approximately 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 were in attendance. *Attendance details in Attachment.*
- 2. APPROVAL of the June 13, 2018 Meeting Minutes** – Williams indicated a draft of the meeting minutes were distributed to the board members for review prior to the meeting. Quigley motioned to approve the minutes, Pennington seconded. Motion carried 8/0.
- 3. STATUS UPDATES**

Financial Reports – Financial Reports -Tina Phillips, representing the Greene County Budget Office, presented the May Financial reports. Revenue is expected to outperform budget. Sales tax is continuing grow at an increasing rate. May represents 41.67% of the budgeted year. Total expenses thru May are \$2,620,032.37 or 39.65% of total budget. (NOTE: this now includes the full funding for CAD maintenance) Budgeted funds thru May (assuming level payments) are \$2,746,678.61 or \$126,646.24 higher than actual. 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 \$2,707,314.11 and Adjusted Spending is \$2,489,752.78, 38.83% or \$217,561.33 lower. This savings chiefly occurs in personnel \$201,583.25. Network line expense includes December of last year which causes it to be much higher than expected. Telephone is higher due to the one-time billing of Smartnet of \$880. CAD System Maintenance is higher due to paying for the full year. In addition, postage and building maintenance are a little higher than expected in a level spending scenario. Cash balance at 5/31/18 (cash basis) of \$4,009,724 is \$223,846 above last year. (Note: the check for CAD maintenance has not cleared yet.) Cash level is more than 2.4 million dollars more than required operating reserve level. Note: Contingency is budgeted at \$196,822.50 and is currently backed out of the analysis. These funds are available for unseen needs at the time of the budget, such as the Stancil Logging Recorder upgrade and CALEA, if the Board would choose to go that route.

*** Written by Jeff Scott, representing the Greene County Budget Office**

4. OLD BUSINESS

- A. Emergency Communications Department Update – Schwartze** – The June’s monthly “Atta’s” were passed around. One external complaint was unfounded. The complaint was that an officer was not sent to the residence concerning a ‘peeping tom’ and an officer was sent. Currently posting for the six open telecommunicator positions through July 27th and the hiring process will start in August.
- B. PICAD and Statistics Update – Webb** – Summer months are showing the normal increase in calls. Cell phone usage is coming in at 83.6% for 19,469 calls. Texts to 9-1-1 were the same as last month at 38 texts. Currently at 81% towards our goal of 90% of phones answered within 10 seconds (answered by call-takers only).

C. Recommendation letter to Greene County Commission – Webb – Discussion about the new law (House bill 1456) that was signed by Governor Parson on 07-06-18. This bill is multi-faceted, and one part provides counties in Missouri with another method to fund 9-1-1 via a charge on any device that can contact the 9-1-1 center, including cell phones. This funding source would replace the current funding mechanism in that county, if there is one. Another provision of the Bill creates a statewide charge on pre-paid wireless phones and services, if the purchase is over \$15.00. At least 25% of the money collected on the prepaid service will be remitted to the county of collection. The remainder of these funds, after fees are collected by the Department of Revenue, will be deposited in a grant fund that will be administered by the Missouri 9-1-1 Service Board for enhancement of the 9-1-1 system in the State of Missouri. These funds can be used to create a 9-1-1 center where there is not an existing one or to enhance 9-1-1 service in an area that is underserved. Priority should be given to grant applications that aid in service and interoperability between 9-1-1 centers. The County Commission will soon receive a letter from the 9-1-1 Service Board that will give them the opportunity to opt out of this program, if they wish. If Greene County opts out, the pre-paid fee will not be collected in the county and the county will be permanently barred from receiving any benefits of the grant fund. The Greene County Commission will make the decision for Greene County 9-1-1. Webb requested the 9-1-1 Advisory Board send a letter of recommendation to the Greene County Commission that Greene County does not opt out. Arnott motioned to send a letter to Greene County Commission stating that the 9-1-1 Advisory Board recommends not to opt out of the new law for 9-1-1 funding and operations. Pennington second. Motion carried 8/0. Schwartze and Webb will draft the letter and present to the board for signatures.

5. NEW BUSINESS

A. Presentation of 2019 Budget – Schwartze – Projected that 2018 will come in under budget by \$543,469 (approximately 8%). The exciting news going into the 2019 budget is an additional revenue of \$315,600 (over the \$6.4 million in 2018). In addition, a \$300,000 vacancy adjustment was implemented again this year based on the past department history. However, only an estimated \$276,000 of the vacancy amount will be needed for the six additional positions. This estimated revenue increase and vacancy enables the department to add an additional six (6) telecommunicators, which equals one position 24 hours a day, 365 days a year. The budget also includes replacement of equipment and the annual increase of maintenance agreements. The unappropriated contingency fund will also have \$80,936.00 for unforeseen expenses throughout the year. The 2019 Springfield-Greene County 9-1-1 budget total was submitted as \$6,991,600.00. Arnott motioned to approve the 2019 budget as presented. Pennington seconded. Motion carried 8/0.

6. ANY OTHER BUSINESS

- A. Board Meeting Date Change:** The August 9-1-1 Advisory Board Meeting will be moved from August 8, 2018 to August 15, 2018. Full agreement from the Board for this change occurred at the April 2018 Board meeting.
- B.** Proposal was made by Chair Williams to change the monthly 9-1-1 Advisory Board meetings to the third Wednesday of every month until further notice.

7. ADJOURNMENT -- With no further business to discuss, the meeting was adjourned at approximately 3:46 p.m. Pennington motioned to adjourn, Langley seconded. Motion carried 8/0.

The next scheduled meeting will be **Wednesday, Aug 15, 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
 Lindsey Mericle Greene County Municipality Representative
 David Pennington Springfield Fire Department Representative
 Lisa Langley Member-at-Large Representative
 Collin Quigley City of Springfield Representative
 Sarah Schrader Springfield Business Representative
 Chris Coulter Greene County Commission Representative
 Jim Arnott Greene County Sheriff's Office Representative

Absent

Scott Moore Greene County Fire District Representative

Non-Voting Members Attendance

Zim Schwartz Springfield - Greene County Emergency Communications Department
 J.R. Webb Springfield - Greene County Emergency Communications Department
 Katrina Viau Springfield - Greene County Emergency Communications Department
 Tina Phillips Greene County Budget Office

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

* X – Canceled Meeting January 10, 2018