

9-1-1 Advisory Board Meeting October 17, 2018

1. **CALL TO ORDER** – The Greene County 9-1-1 Advisory Board was called to order by Chair Williams on October 17, 2018 at 3:00 p.m. in the Public Safety Center, 9-1-1 Conference room at 330 W. Scott Street, Springfield, MO 65802. Nine board members and proxies were in attendance. *Attendance details in Attachment.*
2. **APPROVAL – September 19, 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, Coulter seconded. Motion carried 8/0.

3. STATUS UPDATES

Financial Reports – Financial Reports -Jeff Scott, Greene County Budget Office, presented the August Financial reports. August is 67% through the year. Revenues are out performing ta 68.48%. Total expenses through August are \$4,102,757.43 or 62% of total budget. Budgeted funds thru August (assuming level payments) are \$4,428,335.03 or \$325,577.60 to the good. 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 \$4,403,732.22 and Adjusted Spending is \$3,939,592.34, 61% or \$465,139.88 to the good. This savings occurs in personnel which at \$475,266.99 below budget makes up for overages in the other areas without having to use contingency. General Liability is 104.61%, Telephone is 70.62%, Training & Meetings is 80.73%, and Network Line is 77.64% of budget (includes a December charge and a double charge this month). Building Maintenance is at 112.94% of budget. Office Supplies is at 94.37%, Postage is 76.40% 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 \$686,000. Cash balance at 8/31/18 (cash basis) is \$3,383,149 is \$389,352 above last year. Cash level is more than 2.1 million dollars more than required operating reserve level. The dip in fund balance is attributed to the Springfield June and July invoices clearing one of which included Springfield Allocated Overhead.

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

Jeff Scott also stated that all budget numbers were positive news. He indicated that the first statutory deadline to present the budget for the County is November 15th and the budget needs to be signed by January 30, 2019.

4. OLD BUSINESS

- A. **Emergency Communications Department Update – Schwartze** – The September monthly “Atta’s” and compliments were passed around. There were two external complaints in September with one for rudeness (unfounded) and one for improper procedures involving two telecommunicators (one employee was sustained and the other unfounded). Schwartze distributed the current list of Board and other persons who receive the monthly emails with Board info and agendas to be updated. She also stated the Stancil Logging System update had been completed and was in place with no issues.

B. P1CAD and Statistics Update – Webb – Monthly statistics were reviewed. We are down in number of calls in September approximately 5% from last year. We had 31 text-to-911 calls this past month and cell phone usage is coming in at 83.53% with 18,961 wireless calls. Currently at 82.74% towards our goal of 90% answered within 10 seconds (answered by call-takers only). In August, the Board requested an overlay of the previous year on the ‘911 Answer Time’ and the ‘911 Calls’ charts since we now have the data for comparison purposes. This new format was provided again this month along with the monthly dashboard reports.

5. NEW BUSINESS

No new business discussed.

6. ADJOURNMENT -- With no further business to discuss, the meeting was adjourned at approximately 3:14 p.m. Moore motioned to adjourn, Pennington seconded. Motion carried 8/0.

The next scheduled meeting will be **Wednesday, November 28, 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
 Sarah Schrader Springfield Business Representative
 Chris Coulter Greene County Commission Representative
 Scott Moore Greene County Fire District Representative
 Debi Wade-Proxy Greene County Sheriff's Office Representative

Absent

Collin Quigley City of Springfield Representative

Non-Voting Members Attendance

Zim Schwartz Springfield - Greene County Emergency Communications Department
 J.R. Webb Springfield - Greene County Emergency Communications Department
 Jeff Scott Greene County Budget Office

	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	July 2018	Aug 2018	Sep 2018	Oct 2018	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	1	1	1	P	7	6	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	7	0	2	0	0
Lisa Langley	X	A	1	1	1	1	1	1	1	1	1	1	6	8	1	1	0	0
Lindsey Mericle	X	1	1	1	1	1	1	1	1	1	A	1	8	9	1	0	0	0
Scott Moore	X	1	A	1	1	1	A	P	1	1	P	1	7	6	1	2	1	1
Collin Quigley	X	1	1	1	A	1	1	1	1	A	A	1	7	7	4	2	0	0
Chris Coulter	X	1	1	A	A	1	1	P	1	1	A	A	8	6	2	2	1	1
Paul Williams	X	1	P	1	1	1	1	1	1	1	1	1	9	8	0	0	2	1

* X – Canceled Meeting January 10, 2018