

## **9-1-1 Advisory Board Meeting February 20, 2019**

- 1. CALL TO ORDER** – The Greene County 9-1-1 Advisory Board was called to order by Chair Williams on February 20, 2019 at 3:03 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 – January 16, 2019 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, Moore seconded. Motion carried 9/0.

### **3. STATUS UPDATES**

**Financial Reports** -Jeff Scott, representing the Greene County Budget Office, presented the December Financial reports. Revenues out-performed budget by 2.12%. Overall expenditures were 91.1% of budget and \$679,448.83 less than actual revenues. Personnel expenditures were 90.47% of budget leaving a vacancy of \$456,863.38. Operations were 103.93% of budget or \$36,686.71 over. The largest variance was Network Line which was \$26,031.28 higher and included 13 months of billing. Still this budget was at least \$8,000 low. The next largest variance was Building Maintenance which was \$13,105.05 higher. The county breaks out maintenance cost based on square footage and time of use. The final large variance was the Springfield Plaza TIF which was 8,949.62 below budget. This is a new item. Capital, Debt Service & Contingency was 81% of budget. Contingency is not spent on this line so you already start at 78% of budget. Computer Equipment was at 424.96% of budget or \$29,246.64 over. This line was entirely the Stencil Logging Recorder which was a possible expense which was covered by contingency balance. Cash balance at 12/31/18 consisted of the \$300,000.00 equipment reserve and \$3,827,551.21 in the warrant account. This is \$1,140,670 higher than last year and 2.637 times larger than required operating reserve level. End of year adjustments include the December debt service transfer of \$56,363.48 and 4 uncleared checks totalling of \$888,763.37. This leaves a net cash value of \$3,182,424.36 (\$95,543 higher than last year non-net cash position). Cash level is 1.985 times larger than required operating reserve level of \$1,602,950.

Jeff also compared the 2019 budget to 2018 results.

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

### **4. OLD BUSINESS**

- A. Emergency Communications Department Update – Schwartze** – The January monthly “Atta’s” and compliments were passed around. There was one external complaint in January which was unfounded after investigation. The Springfield-Greene County 9-1-1 call takers are currently at 86.39% response time.
- B. PICAD and Statistics Update –Webb** – The January and Year-to-Date 9-1-1 Reports were provided. Webb noted 9-1-1 calls were down the previous year. He stated the new Zetron 2200 replacement is now up and running thanks to the assistance from City Utilities.

**C. 2018 Year-End Statistics –Schwartz** – Schwartz noted 2017 and 2018 statistics were very similar. She stated 2018 had a slight drop in 9-1-1 calls. Schwartz noted both overtime use and FMLA use have been reduced. She stated the average turnover rate for most 9-1-1 Centers is 19% and the Springfield-Greene County 9-1-1 Emergency Communications Department had a turnover rate of 10.95% in 2018.

**5. NEW BUSINESS**

**A. Term Expires February 19<sup>th</sup>**- Coulter agreed to have the positions re-elected to their current representative positions by the Commission. A letter was sent to Commission in reference to Schrader's position and another will be for the other two positions.

1. Jim Arnott-Greene County Sheriff's Office Representative
2. Paul Williams-Springfield Police Department Representative
3. Sarah Schrader-Springfield Business Representative

**B. Chair and Vice-Chair Vote-** Langley nominated Chief Paul Williams for the position of Chair and Chris Coulter seconded the nomination. Moore made the motion to approve and was seconded by Coulter. Motion carried 9/0. Pennington nominated Scott Moore for the position of Vice-Chair and was seconded by Langley. Pennington made the motion to approve and was seconded by Quigley. Motion carried 9/0.

**6. ADJOURNMENT --** With no further business to discuss, the meeting was adjourned at approximately 4:03 p.m. Mericle motioned to adjourn, Schrader seconded. Motion carried 9/0.

The next scheduled meeting will be **Wednesday, March 20<sup>th</sup>, 2019 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  
 Debi Wade-Proxy Greene County Sheriff's Office Representative  
 Sarah Schrader Springfield Business Representative  
 Chris Coulter Greene County Commission Representative  
 Scott Moore Greene County Fire District Representative  
 Collin Quigley City of Springfield Representative

**Absent**

**Non-Voting Members Attendance**

Zim Schwartz Springfield - Greene County Emergency Communications Department  
 JR Webb Springfield - Greene County Emergency Communications Department  
 Megan Cunningham Springfield - Greene County Emergency Communications Department

	Jan 2019	Feb 2019	Mar 2018	Apr 2018	May 2018	Jun 2018	July 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Present 18	Present 19	Absent 18	Absent 19	Proxy 18	Proxy 19
David Pennington	1	1	P	1	1	P	1	1	1	1	1	1	8	2	1	0	2	0
Jim Arnott	P	P	1	A	A	A	1	A	P	P	P	A	3	0	5	0	3	2
Sara Schrader	1	1	1	1	A	A	1	1	1	1	1	1	9	2	2	0	0	0
Lisa Langley	1	1	1	1	1	1	1	1	1	1	1	1	10	2	1	0	0	0
Lindsey Mericle	1	1	1	1	1	1	1	1	1	1	A	P	9	2	1	0	1	0
Scott Moore	1	1	A	1	1	1	A	P	1	1	P	1	7	2	2	0	2	0
Collin Quigley	A	1	1	1	A	1	1	1	1	A	A	1	8	1	9	1	0	0
Chris Coulter	1	1	1	A	A	1	1	P	1	1	A	P	6	2	3	0	2	0
Paul Williams	1	1	P	1	1	1	1	1	1	1	1	1	10	2	0	0	1	0