

## **9-1-1 Advisory Board Meeting June 17, 2020**

1. **CALL TO ORDER** – The Greene County 9-1-1 Advisory Board was called to order by Chair Williams on June 17, 2020 at 3:00 p.m. in the Public Safety Center, EOC Floor at 330 W. Scott Street, Springfield, MO 65802. Eight board members and proxies were in attendance. *Attendance details in Attachment.*
2. **APPROVAL –May 20, 2020 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; Mericle seconded. Motion carried 8/0.

### **3. STATUS UPDATES**

**Financial Reports** - The written report for the April Financials were presented by Budget Officer Jeff Scott. April represents 33% of the year. Sales Tax is a little behind pace and the impact from COVID-19 is not expected to be seen until the May financials. Current budget estimates are that sales tax will end \$327,000 below budget. The Treasurer estimates that interest figures will be half of budget. Fees on prepaid phones are currently expected to be \$60,000 below budget. Transfers are 104% of budget and include the early pay-off of the Recovery Bond, only a small transfer for OEM secretarial services remains for this year. Transfers are expected to be \$128,000 below budget. In total revenues are expected to be \$565,000 below budget at year-end. Overall expenditures were 24.47% of budget. Personnel expenditures were 30.61% of budget leaving a vacancy on pace to \$588,452.86 better than budget of \$400,000. Actual operations were 13.11% of budget. Uniform Allowance is over budget and Utilities, Springfield Plaza TIF, Equipment Lease, Building Maintenance, and Office Supplies, are ahead of pace. Capital, Debt Service & Contingency were 0.40% of budget. When making adjustments for one-time expenses (Gen Liab, Tele, Spfd All OvrHd, CAD Sys Maint, Equipment) expenses are 26.30% of budget. With contingency removed Adjusted YTD Overall Budget is \$2,304,040.05 and Adjusted Overall YTD Spending is \$1,765,770.97 for a \$538,269.08 volume to the good. Expense savings, in particular personnel and equipment, are expected to exceed declines in revenue. Cash balance at 04/30/20 was \$1,583,328 in the warrant account. This is \$2,997,530 lower than last year. Uncleared checks at month-end totaled \$307. This leaves a net cash value of \$1,583,021. Net cash level is 0.96 times of the required operating reserve level of \$1,651,109. With the current pace of savings to budget the net fund balance is expected to exceed the operating reserve level by the end of the year.

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

### **4. OLD BUSINESS**

- A. **Center Update –Inman** – Inman noted they are currently in the process of filling vacant positions within the department including Systems Administrator, Quality Assurance Manager and Supervisor position due to promotions within the department. He stated the center currently has more cross trained employees than ever before. Inman noted Operations Manager Rick Crismas has been working with Andrew Hoover, Kristina D’Andrea and Kayla Smith to develop a COVID-19 plan. Inman noted four new employees just started and three more will be starting soon.

**B. P1CAD and Statistics Update–Webb** – The May and Year-to-Date 9-1-1 Reports were provided. Webb noted the Springfield-Greene County 9-1-1 call takers response time is steady and answering times are up. He stated there were 56 text-to-911 calls in May.

## **5. NEW BUSINESS**

**A. Term Expired February 19<sup>th</sup>** - A recommendation was made by the board for the Commission to approve reappointment for the Greene County Municipality Representative and the Greene County Fire District Representative and for the vacancy to be posted for the Member-At-Large Representative.

- 1.Lisa Langley-Member-at-Large Representative
- 2.Lindsay Mericle-Greene County Municipality Representative
- 3.Scott Moore-Greene County Fire District Representative

**B. National Telecommunicators Week-July 12-18<sup>th</sup>, 2020 – Cunningham-** Executive Secretary Megan Cunningham noted National Telecommunicators Week has been rescheduled for the week of July 12<sup>th</sup>-July 18<sup>th</sup>, 2020. She stated the 9-1-1 Advisory Board was welcome to visit and help celebrate the week to honor their telecommunicators.

**6. ADJOURNMENT --** With no further business to discuss, the meeting was adjourned at approximately 3:20 p.m. Pennington motioned to adjourn, Langley seconded. Motion carried 8/0.

The next scheduled meeting will be **Wednesday, July 15, 2020 at 3:00 p.m.** via phone conference call.

*Attachment 1*

**Present**

Paul Williams Springfield Police Department Representative  
 Lindsay Mericle Greene County Municipality Representative  
 David Pennington Springfield Fire Department Representative  
 Jim Arnott Greene County Sheriff’s Office Representative  
 Scott Moore Greene County Fire District Representative  
 Lisa Langley Member-at-Large Representative  
 Sarah Schrader Springfield Business Representative  
 Chris Coulter Greene County Commission Representative

**Absent**

Collin Quigley City of Springfield Representative

**Non-Voting Members Attendance**

Kris Inman Springfield - Greene County Emergency Communications Department  
 JR Webb Springfield - Greene County Emergency Communications Department  
 Megan Cunningham Springfield - Greene County Emergency Communications Department  
 Jeff Scott Greene County Budget Office

	Jan 2020	Feb 2020	Mar 2020- Canceled	Apr 2020	May 2020	June 2020	July 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Present 19	Present 20	Absent 19	Absent 20	Proxy 19	Proxy 20
David Pennington	P	P	N/A	1	1	1	1	1	1	1	1	1	12	3	0	0	0	2
Jim Arnott	P	P	N/A	1	P	P	P	P	1	P	P	1	2	1	0	0	10	4
Sara Schrader	A	1	N/A	1	A	1	A	1	1	A	1	1	10	3	2	2	0	0
Lisa Langley	1	A	N/A	A	A	1	A	1	A	1	1	1	8	2	4	3	0	0
Lindsey Mericle	1	1	N/A	1	1	1	1	1	1	1	1	1	11	5	0	0	1	0
Scott Moore	1	P	N/A	1	1	1	1	1	1	1	P	1	10	4	1	0	1	1
Collin Quigley	1	1	N/A	1	1	A	1	1	1	A	1	1	9	4	3	1	0	0
Chris Coulter	1	1	N/A	1	A	1	1	A	P	1	A	1	8	4	3	1	1	0
Paul Williams	P	1	N/A	1	1	1	1	1	P	1	1	1	10	4	0	0	2	1