

9-1-1 Advisory Board Meeting

July 15, 2020

1. **CALL TO ORDER** – The Greene County 9-1-1 Advisory Board was called to order by Chair Williams on July 15, 2020 at 3:00 p.m. via phone conference call. Eight board members and proxies were in attendance. *Attendance details in Attachment.*
2. **APPROVAL –June 17, 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; Wade seconded. Motion carried 8/0.

3. STATUS UPDATES

Financial Reports - The written report for the May Financials were presented by Budget Officer Jeff Scott. May represents 42% of the year. Sales Tax is only 1 1/2% behind pace. New budget estimates are that sales tax will end \$244,275 below budget as opposed to the previous estimate of \$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 \$482,275 below budget at year-end. Overall expenditures were 37.57% of budget. Personnel expenditures were 37.29% of budget leaving a vacancy on pace to \$602,611 better than budget of \$400,000. Actual operations were 67.70% of budget. Uniform Allowance is over budget and Utilities, Springfield Plaza TIF, network Line, Building Maintenance, and Office Supplies, are ahead of pace. The annual charges for Springfield Allocated Overhead and CAD System Maintenance hit this month. 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 32.34% of budget. With contingency removed Adjusted YTD Overall Budget is \$2,830,907 and Adjusted Overall YTD Spending is \$2,171,444 for a \$659,463 volume to the good. Expense savings, in particular personnel and equipment, are expected to exceed declines in revenue. Cash balance at 05/31/20 was \$2,079,584 in the warrant account. This is \$2,539,232 lower than last year. Uncleared checks at month-end totaled \$496,710. This leaves a net cash value of \$1,582,874. 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. Next month cash balance is expected to be the low of the year with the expenses for CAD maintenance and Springfield Allocated Overhead coming out of cash.

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 the vacant position of Systems Administrator. He stated they are close to announcing the newly appointed Quality Assurance Manager. Inman noted three new hires are currently in CAD training and the four other new hires are progressing well.

- B. P1CAD and Statistics Update–Webb** – The June and Year-to-Date 9-1-1 Reports were provided. Webb noted the Springfield-Greene County 9-1-1 call takers response time is 89.7%. He stated calls are beginning to return to normal, with fire calls down 34% and calls up by 5%.
- C. Board Appointments – Inman** – Inman noted the current vacancy for the Member-At-Large position is posted and we should be receiving applications shortly.

5. NEW BUSINESS

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

The next scheduled meeting will be **Wednesday, August 19, 2020 at 3:00 p.m.** via phone conference call.

Attachment 1

Present

Stacey Parton-Proxy Springfield Police Department Representative
 Lindsay Mericle Greene County Municipality Representative
 David Pennington Springfield Fire Department Representative
 Debi Wade-Proxy Greene County Sheriff's Office Representative
 Scott Moore Greene County Fire District Representative
 Sarah Schrader Springfield Business Representative
 Chris Coulter Greene County Commission Representative
 Collin Quigley City of Springfield Representative

Absent

Vacant Member-at-Large 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
 Drew and Brian Datamark

	Jan 2020	Feb 2020	Mar 2020- Canceled	Apr 2020	May 2020	June 2020	July 2020	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	4	0	0	0	2
Jim Arnott	P	P	N/A	1	P	P	P	P	1	P	P	1	2	1	0	0	10	5
Sara Schrader	A	1	N/A	1	A	1	1	1	1	A	1	1	10	4	2	2	0	0
Vacant	1	A	N/A	A	A	1	A	1	A	1	1	1	8	2	4	4	0	0
Lindsey Mericle	1	1	N/A	1	1	1	1	1	1	1	1	1	11	6	0	0	1	0
Scott Moore	1	P	N/A	1	1	1	1	1	1	1	P	1	10	5	1	0	1	1
Collin Quigley	1	1	N/A	1	1	A	1	1	1	A	1	1	9	5	3	1	0	0
Chris Coulter	1	1	N/A	1	A	1	1	A	P	1	A	1	8	5	3	1	1	0
Paul Williams	P	1	N/A	1	1	1	P	1	P	1	1	1	10	4	0	0	2	2

*Chris Coulter entered the meeting at 3:07 p.m. and Stacey Parton-Proxy entered the meeting at 3:08 p.m.