

## **9-1-1 Advisory Board Meeting September 16, 2020**

1. **CALL TO ORDER** – The Greene County 9-1-1 Advisory Board was called to order by Chair Williams on September 16, 2020 at 3:00 p.m. via phone conference call. Eight board members and proxies were in attendance. *Attendance details in Attachment.*
2. **APPROVAL –August 19, 2020 Meeting Minutes** – Williams indicated a draft of the meeting minutes were distributed to the board members for review prior to the meeting. Denison motioned to approve the minutes; Arnott seconded. Motion carried 8/0.

### **3. STATUS UPDATES**

**Financial Reports** - Financial Reports - The written report for the July Financials were presented by Budget Officer Jeff Scott. July represents 58% of the year. Sales Tax is ahead of pace due to higher than average months. Budget will revise Sales Tax estimates with the receipts received in October. 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 48.69% of budget. Personnel expenditures were 50.91% of budget leaving a vacancy on pace to \$597,308.50, better than budget of \$400,000. This month was lighter on personnel expenditures after last month's heavy month corresponding to Springfield's year-end. Actual operations were 75.22% of budget. Uniform Allowance is over budget and General Liability, Utilities, Telephone, Professional Services, Building Maintenance, and Office Supplies, are ahead of pace. The City's charge for general liability insurance hit this month. Capital, Debt Service & Contingency remain 0.40% of budget. When making adjustments for one-time expenses (Gen Liab, Tele, Spfd All OvrHd, CAD Sys Maint, Equipment) expenses are 43.79% of budget. With contingency removed Adjusted YTD Overall Budget is \$3,884,641 and Adjusted Overall YTD Spending is \$2,940,344 for a \$944,297 volume to the good. Expense savings, in particular personnel and equipment, are expected to exceed declines in revenue. Cash balance at 07/31/20 was \$1,853,305 in the warrant account. This is \$2,509,576 lower than last year. Uncleared checks at month-end totaled \$514. This leaves a net cash value of \$1,852,791. Net cash level is 1.12 times of the required operating reserve level of \$1,651,109. While we have worked our way back to a strong cash balance, we will probably dip back below a 1.0x coverage in the next couple of months, but still expect to end the year with an adequate coverage.

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

#### 4. OLD BUSINESS

- A. **Center Update –Inman** – Inman noted there are currently six openings for the position of telecommunicator. He stated the position has been posted for two weeks and have so far received over 80 applications. Inman noted they had recently celebrated three 5-year employee anniversaries and one 10-year employee anniversary.
- B. **P1CAD and Statistics Update–Webb** – Webb noted fire calls are currently down due to pandemic procedures. He stated 911 calls were up slightly and answer times were down in August due to new hires working the floor. Webb noted answer time was 84.3% response time.

#### 5. NEW BUSINESS

- A. **Introduction of Member-At-Large – Inman-** Inman noted Mr. Charlie Denison had recently been selected to fill the vacant position of Member-At-Large. He stated Mr. Denison is heavily involved in the community and has served as State Representative, a member of the City of Springfield’s Personnel Board and member of Springfield City Council. The 9-1-1 Advisory Board welcomed him.

- 6. **ADJOURNMENT --** With no further business to discuss, the meeting was adjourned at approximately 3:15 p.m. Pennington motioned to adjourn, Moore seconded. Motion carried 8/0.

The next scheduled meeting will be **Wednesday, October 21, 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  
 Sarah Schrader Springfield Business Representative  
 Collin Quigley City of Springfield Representative  
 Charlie Denison Member-at-Large Representative

**Absent**

Chris Coulter Greene County Commission 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 2020	Aug 2020	Sep 2020	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	6	0	0	0	2
Jim Arnott	P	P	N/A	1	P	P	P	P	1	P	P	1	2	2	0	0	10	6
Sara Schrader	A	1	N/A	1	A	1	1	1	1	A	1	1	10	6	2	2	0	0
Charlie Denison	1	A	N/A	A	A	1	A	1	1	1	1	1	8	3	4	4	0	0
Lindsey Mericle	1	1	N/A	1	1	1	1	1	1	1	1	1	11	8	0	0	1	0
Scott Moore	1	P	N/A	1	1	1	1	1	1	1	P	1	10	7	1	0	1	1
Collin Quigley	1	1	N/A	1	1	A	1	1	1	A	1	1	9	7	3	1	0	0
Chris Coulter	1	1	N/A	1	A	1	1	1	A	1	A	1	8	6	3	2	1	0
Paul Williams	P	1	N/A	1	1	1	P	P	1	1	1	1	10	5	0	0	2	3

\*Jeff Scott entered the meeting at 3:10 p.m.