

9-1-1 Advisory Board Meeting May 11, 2016

1. CALL TO ORDER – The Greene County 9-1-1 Advisory Board was called to order by Chair David Hall on May 11, 2016 at approximately 3:00 p.m. in the Public Safety Center, 911 Emergency Communications conference room at 330 W. Scott Street, Springfield, MO 65802. Eight board members were present as follows:

David Hall	Springfield Fire Department Representative
Duane Compton	Greene County Municipality Representative
Chris Coulter	Greene County Commission Representative
J. Howard Fisk	Springfield Business Representative
Jim Arnott	Greene County Sheriff's Office Representative
Collin Quigley	City of Springfield Representative
Paul Williams	Springfield Police Department Representative
Nelson Prewitt	Greene County Fire District Representative

Scott Kensel, Member-at-Large Representative was not present. For others present - See *Attachment 1*.

2. APPROVAL of the April 13, 2015 and Special Meeting April 18, 2016 MINUTES – Hall indicated a draft of the meeting minutes were distributed to the board members for review prior to the meeting. Coulter motioned to approve the minutes for April's monthly meeting. Fisk seconded. Motion carried 8/0. Williams motioned to approve the minutes for April's special meeting. Compton seconded. Motion carried 8/0.

3. STATUS UPDATES

A. Financial Reports – Jeff Scott, Greene County Budget Officer, distributed the March 2016 financial reports. Sales tax revenue for March is \$499,220.01. Year to date sales tax is 7.38% up over last year. Revenue is currently ahead of pace at 25.46% of budget; while expenses are behind pace at only 20.11% of budget. Our one time large items, such as CAD Maintenance and Overhead have not been charged yet. Cash balance is at \$3,303,737 at 4/30/2016 which is \$424,000 higher than it should be due to the late processing of Springfield's invoice.

Items of note: Previous year office equipment entries have now been adjusted out. Springfield issued credits related to Biddle consulting which staff is looking into. Other accounts which are at a higher than pace percent are Professional Services (due to the staffing study) Dues & Subscriptions and Equipment Lease (both due to onetime charges from Springfield in February). A large expense to office supplies this month due to extra bulbs purchased.

4. OLD BUSINESS

A. Emergency Communications Department Update – Schwartze passed out the monthly Atta's and mentioned that 911 Emergency Communication employees have been involved in 5 Job fairs for our local schools. No External complains in April. Concerning the Staffing study, everyone has a digital copy and Schwartze organize the 31 recommendations with 14 of the 31

already in place or completed. Schwartze will be meeting with Jeff Scott about what we can do financially and what our budget will look like for the next year. Williams requested a special meeting for the beginning of June to take 2 hours to go over the recommendations and prioritize recommendations with our budget. Schwartze made the board aware that they are looking into Quality Assurance software from Stancil to assist the new manager position unfrozen in 2016.

B. PICAD and Statistics Update - Webb Webb explained the phone upgrade details and the options were discussed. Hall requested that the board think about the upgrade and it be placed on the next month's agenda. A detailed spreadsheet was distributed with finalized numbers from the vendors. Webb explained that this upgrade will allow us to be directly connect to Mercy which will increase our transfer time by 5-6 seconds, opens up the opportunity to implement texting to 911, it will replace our 5 year old PC's, and bring us up-to-date on upgrades. Williams explained that the public would like the feature of being able to text to 911. Webb explained text to 911 goes to a main hub and then is dispatched to the correct 911 facility. Scott gave a quick overview concerning the decline in growth rate and concerns where our expenditures over run our budget.

D. Inter-Governmental Agreement – Hall had requested Presiding Commissioner Bob Cirtin to attend and present a change in reappointment procedure. A draft was presented to include Board members contacting the Presiding Commissioner when reappointments are needed.

5. ADJOURNMENT -- With no further business to discuss the meeting was adjourned at approximately 4:20 p.m. The next scheduled meeting will be **Wednesday, June 8, 2016 at 3:00 p.m.** 911 Conference room, second floor of the Public Safety Center.

Attachment I -- Non-Voting Members Attendance

Jeff Scott	Greene County Budget Office
Zim Schwartze	S/G County Emergency Communications Department
J. R. Webb	S/G County Emergency Communications Department
Katrina Viau	S/G County Emergency Communications Department
Bob Cirtin	Presiding Commissioner, Greene County