

9-1-1 Advisory Board Meeting Minutes

October 21, 2009

1. CALL TO ORDER – The Greene County 9-1-1 Advisory Board met on October 21, 2009 in the County Commission conference room at 933 N. Robberson. Danette Proctor, Chair, called the meeting to order at approximately 3:00 p.m. Six board members were present, as follows:

Danette Proctor	D-4 Investments
Jim Arnott	Greene County Sheriff's Office
Scott Kensel	Cox Health Systems, ER
Randy Villines	Springfield Fire Department
Collin Quigley	City Manager's Office
Mark Lowe	City of Republic

Ryan Nicholls, Office of Emergency Management, and Lynn Rowe, Springfield Police Department, were not present. For others present - See *Attachment 1*.

2. APPROVAL OF MINUTES – **Danette Proctor** asked if there were any corrections or changes to the August 19, 2009 meeting minutes. With no changes to the minutes **Jim Arnott motioned to accept the August 19, 2009 minutes as written. Randy Villines seconded. Motion carried 6/0.**

3. STATUS UPDATES –

A. Financial Reports – **Jeff Reinold** distributed a revised draft version of the 2010 recommended budget, the 2009 projected revenue, and the expenditure report through the end of September. The expenditures are at 66% for the year, which is good considering they should be at approximately 75%. The sales tax revenue continues to decline. This may result in an estimated budget deficit of approximately \$116,541. Prior to the sales tax the deficit was subsidized by the City of Springfield, Greene County, and the City of Republic according to the percentage of CAD events. The board discussed several options including using funds from the reserve accounts since this is not a large amount and sales tax revenue may increase before the end of the year. Jeff's recommendation at this time is to transfer an equal amount from each of the reserve funds. The board does not need to act right now; things could change before the end of the year. He will keep the board informed. He also stated considering where things were a year ago the 9-1-1 fund is in good shape.

Jeff said he is still working on revising 2010 recommended budget. He has reduced the estimated revenue to approximately 5 million, rather than the 5.3 to 5.5 million previously advised. This is a conservative estimate. Board members present discussed possible budget adjustments and the consensus of the group is that staffing is the only thing left which will affect the level of service. After discussion **Mark Lowe motioned to take any shortfall amount out of the reserve account. Jim Arnott seconded. Motion carried 6/0.**

New Building Update– Jeff reported an architect is under contract now. Bids should be going out next summer for the construction. Operating costs are still being projected at this time.

B. Statistical Reports – **Danette Proctor** reported *CAD Events*:

- ☀ Jan – Aug 2009 reflect Springfield at 68%, Greene County at 22% and Republic at 10%.
- ☀ Jan – Sept 2009 reflect Springfield at 68%, Greene County at 22% and Republic at 10%.
- 9-1-1 calls for Springfield and Republic PSAPS (Public Safety Answering Points):*
- ☀ Jan - Aug 2009 reflect Springfield answering 97% and Republic answering 3% of 9-1-1 calls.
- ☀ Jan – Sept 2009 reflect Springfield answering 97% and Republic answering 3% of 9-1-1 calls.

4. OLD BUSINESS

A. 9-1-1 Revenue Audit Discussion – **Jeff** reported there has been no response from AT&T regarding

correspondence sent to them by the County Commission on August 24, 2009 requesting an audit. A meeting is scheduled with the local AT&T office on Monday. Jeff recommended the board wait until after that meeting before proceeding with any recommendations to the County Commission. He will provide an update next month.

B. Emergency Communications Update – Becky Jungmann reported AT&T recently reconfigured the 9-1-1 trunk lines to four wired lines, four cell phone lines, and two overflow lines. This seems to be working well as this has decreased the overflow calls to Republic. Previously there were approximately four overflow calls daily to Republic and only one last week.

Becky spoke with the E9-1-1 AT&T representative regarding the number of lines in the database. AT&T has been charging for 159,000 lines; this has been reduced to 152,000 lines. This will decrease the monthly billing statement from AT&T. In comparison there were 172,000 lines in 2006 indicating a decrease of 20,000 in three years.

There are major employee anniversaries this month; one has been working at ECD for 20 years and three employees have been there for 15 years.

5. NEW BUSINESS – Update 9-1-1 Rules & Regulations and Goals & Objectives Danette called attention to the proxy vote rule on page 4 of the Rules & Regulations document dated July 10, 1992. This rule states the proxy vote should be issue specific, and not general in nature. The board members received and reviewed the documents prior to the meeting. Danette asked if anyone had any specific areas they would like to comment on. With no response she suggested that she and staff would work on updating the document and bringing drafts periodically to the board for review. This is a lengthy document, will be time consuming task, and will take several months to complete.

6. ANY OTHER BUSINESS – Mark Lowe discussed the possibility of Republic PD dispatching for a few other Greene County municipalities. He has already spoken with a few municipal representatives. Discussion continued regarding Republic dispatching for all municipalities, rather than just a few for consistency purposes; along with other details such as maintaining the high standards of answering calls, etc. After discussion the group agreed this issue merits research and further discussion. A study group was suggested to coordinate details.

Jim Arnott commented the GCSO has been having radio issues such as the lack of availability of ECD to run warrants, etc. Becky said there was a County Admin dispatcher some time ago and will look into filling that position again. J. R. Webb stated he has offered radio etiquette courses to area municipalities if anyone is interested.

7. ADJOURNMENT – Danette Proctor

With no further business to discuss the meeting was adjourned. The next 9-1-1 Advisory Board meeting is scheduled for Wednesday, November 18, 2009 at 3:00 p.m.

Attachment I - Non-Voting Members Attendance

Becky Jungmann	S/G County Emergency Communications Department
J. R. Webb	S/G County Emergency Communications Department
Jeff Reinold	Greene County Budget Office
Tim Smith	Greene County Administrator
Garrett Tyson	City of Republic
Debbie Moore	S/G County Emergency Communications Department
Jim Krischke	City of Republic