

9-1-1 Advisory Board Meeting Minutes November 16, 2011

1. CALL TO ORDER – **David Hall** called the Greene County 9-1-1 Advisory Board to order on November 16, 2011 at approximately 3:00 p.m. in the County Commission conference room at 933 N. Robberson. Eight board members were present, as follows:

David Hall	Springfield Fire Department
Jim Arnott	Greene County Sheriff's Office
Mark Lowe	Republic Police Department
Ryan Nicholls	Office of Emergency Management
Nelson Prewitt	Ebenezer Fire District
Danette Proctor	D-4 Investments
Collin Quigley	Springfield City Manager's Office
Paul Williams	Springfield Police Department

Scott Kensel, Cox Health Systems ER, was not present. For others present- See *Attachment 1*.

2. APPROVAL OF MINUTES – **David Hall** asked if anyone had any additions or corrections to the October 19, 2011 meeting minutes. With no changes Ryan Nicholls motioned to accept the October 19, 2011 minutes as written. Motion seconded by Collin Quigley. Motion carried 7/0. (One board member was not present at this time.)

3. FINANCIAL REPORTS – **Jeff Reinold** distributed the financial reports. Sales tax collection continues to grow and was up 4% over last month. If this trend continues there may be a slight surplus in the 2011 budget. There are a few items that need to be paid before the end of the year such as the MDTs, and the radio system upgrade. Jeff is projecting a 2% growth for next year's revenue. The board inquired how much of a surplus Jeff is projecting. He anticipates approximately \$100,000, but will do further research for the board before the next meeting. Discussion continued regarding the amount of the 2011 surplus; perhaps the cost of the consolidation study of \$17,500, can be encumbered in the 2011 budget. The study will not be complete until at least March 2012, and then the payment will be due. There are a few more items to add to the 2012 budget such as computers, and the cost allocations being charged by the City of Springfield. The cost allocation amounts are still being researched, and not yet available. Both revenue and expenditures are looking good at this point. There will be a building payment this year out of the reserves fund. Expenditures include the third-quarter billing from Republic. Seventy-eight percent of the budget has been expended year-to-date.

4. OLD BUSINESS

A. New Building Update – **Chris Coulter** reported most of the walls are up, concrete is still being poured, and the first and second floor decking is done. The windows and roofing materials are scheduled to start being installed the week after next. The generators will be on site Friday. If anyone would like a tour, please contact him for details.

B. Emergency Communications Update – CAD events as follows: ☼ October 2011 - Springfield 22,000; Greene County 7,265 and Republic 2382. Jan – October totals reflect

Springfield at 70%; Greene County at 22%; and Republic at 8% of all CAD events.

☀ 9-1-1 calls for Springfield and Republic PSAPS (*Public Safety Answering Points*). Springfield answered 26,074 9-1-1 calls and Republic answered 642 9-1-1 calls in October.

Jan - Oct 2011 reflect Springfield answering 98% and Republic answering 2% of 9-1-1 calls.

Another chart showing the change from the past 3-year average along with the current year number of 9-1-1 calls shows an increase of 12% of 9-1-1 calls.

Becky reported the radio technicians are installing equipment for the new radio console upgrade. The switch-over is scheduled for 02:00 and should not take long. The date of the switch-over hasn't been determined; it will depend on the progress of the installation work. Greene County Rural Fire should be listening to the radio at this time. They will be notified of the date of the switch-over. Zetron for the Springfield Fire Departments should still work.

Becky said staffing is now at fifty-nine employees, four of which recently started at the end of October. Authorized staffing is sixty-one. Testing for telecommunicators are continuing on a weekly basis. It may be after the first of the year before any new hires start.

Mark Lowe reported the radio technicians have also been in Republic installing equipment.

C. Republic Consolidation / Matrix Study Update – David Hall The Matrix (consolidation study) representative(s) were in town last week, contacted almost all interested parties; and was able to have discussions with them. They did miss a few people, however will be back to speak with them. They will be collecting data information next, then analyzing the data provided. Good questions were brought up by the County Commission; the representative spoke to each of them individually. David said he would provide a list of the people they talked to.

D. AT&T Revenue Audit Update – no update was available.

5. Any Other Business – David Hall stated he had contacted the AT&T representative regarding the 911 phones in Republic, and the fact the annual maintenance on them expires January 4, 2012 due to the equipment reaching its end of life. Time and materials will be charged for any equipment repair. The Springfield/Greene County PSAP had new phones installed in March 2011, all the old equipment was moved to the Republic PSAP for any replacement parts they may need for the phones. At the October 2010 meeting the Board elected not to replace the phones in Republic due to the cost involved, in addition to the planned consolidation in the future. Discussions have been held with Toby Schaefer; Republic's IT representative, and J. R. Webb, Springfield/Greene County 9-1-1 Assistant Director, regarding detailed options such as rolling over the 911 calls to a seven-digit number in Republic, there would be no ANI/ALI information provided if this is done. Becky and J. R. Webb met with an Intrado representative about an alternative proposal using an existing network line; however AT&T won't allow non AT&T owned circuits to be used for 911 call routing due to network security. After discussion the consensus of the board was to obtain more detailed information including costs of all options before an informed decision could be made. David agreed more research needs to be done and polled the board to see if they wanted to schedule a special meeting before the regularly scheduled 9-1-1 Advisory Board meeting since it is so close to the holidays, on December 21st. Paul Williams motioned for a special meeting to resolve the Republic phone issue, as soon as more

details are provided so the board can make an informed decision. Mark Lowe seconded. Motion carried 8/0. Danette requested someone from AT&T and/or Intrado be available for technical questions.

6. ADJOURNMENT – David Hall

With no further business to discuss the meeting was adjourned. The next 9-1-1 Advisory Board meeting is scheduled for December 21, 2011 at 3:00 p.m.

Attachment I

Non-Voting Members Attendance

Chris Coulter	Greene County Administration
Becky Jungmann	S/G County Emergency Communications Department
Jim Krischke	City of Republic
Debbie Moore	S/G County Emergency Communications Department
Jeff Reinold	Greene County Budget Office
Dennis Reynolds	Battlefield Fire Department
Sonny Saxton	St. John's EMS
Toby Schaefer	City of Republic
J. R. Webb	S/G County Emergency Communications Department