



Jefferson County Emergency Communications

Executive Director Justin Crowther

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Meeting Minutes

Jefferson County 911 Emergency Communications Board

January 16, 2025

The Jefferson County 911 Emergency Communications Board had a regular meeting on January 16, 2025, at 1:00 p.m. at the Jefferson County Emergency Services Center.

Chairman Jeff Coffey presided over the meeting and called the meeting to order. Member Ballinger and Phillips were absent from the meeting.

I. Minutes for Approval

The minutes of the Board's September 2024 meeting were reviewed. Member Turner moved to approve the minutes. Member Cotter seconded the motion. The Board voted in favor of adopting and approving the minutes as presented.

II. Financial Report

The financial reports for September through December 2024, and the balance sheet as of December 2024, were reviewed by the board. Revenue totaled 726,441.51 and expenses totaled 728,128.12. The cash balance as of December 31, 2024, balance sheet totaled 1,322,819.13. Member Gibson moved to approve the financial report. Member Chrisman seconded the motion. The Board voted in favor of adopting and approving the financial reports as presented.

III. Budget Amendment 2024-2025 #1

The board was presented with budget amendment #1 for consideration. Director Crowther explained that Section 130 funding totaled 93,622 and the district received a grant from the hospital totaling 9,642 for AEDs and medical bags. Expense lines were adjusted to balance as well. Section 130 revenue was not budgeted in the budget so reserve funding used to balance the budget decreased to 20,909. Member Cotter voted to approve the budget amendments. Member Turner seconded the motion. The Board voted in favor of approving the budget amendments as presented.

IV. Consider Investment with the Tennessee Local Government Investment Pool

The board was presented with an investment option for reserve funding with the Tennessee Local Government Investment Pool. After discussion, it was recommended that 750,000 be invested in the Tennessee Local Government Investment Pool. Director Turner made a motion to approve the investment option. Member Poe seconded the motion. The Board voted in favor of the recommendation as presented.

V. Financial Statement FYE June 30, 2024

The board was presented with the audit for FYE 2024. Director Crowther explained that there were no findings in the audit. The district did have a negative change in Net Position totaling 59,519. This does take into consideration our depreciation expense, so the district remains within the guidelines established by TECB policy. However, it is something that needs to be monitored in future budget plans, and additional revenue may be necessary to consider such as contributions from the municipalities that we provide services for.

VI. 9-1-1 Activity Report for Review and Discussion

911 Activity for January 2024 through December 31, 2024, was presented to the board for review.

VII. Other Business by Director

Director Crowther provided the board with an operational update. Automated Dispatching for EMS and Fire is expected to begin the first week of February. Testing and training are currently underway, and we are receiving positive feedback on the system.

VIII. Adjourn

Without Objection, the meeting was Adjourned. The next meeting is scheduled for April 17, 2025.