



Jefferson County Emergency Communications

Executive Director Justin Crowther

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Meeting Minutes

Jefferson County 911 Emergency Communications Board

June 27, 2024

The Jefferson County 911 Emergency Communications Board had a regular meeting on June 27, 2024, 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 Gibson and Cotter were absent for the meeting. A moment of silence was held for Member Ballinger who recently passed away.

I. Minutes for Approval

The minutes of the Boards March 2024 meeting were reviewed. Member Phillips moved to approve the minutes. Member Turner seconded the motion. The Board voted in favor of adopting and approving the minutes as presented.

II. Budget Amendment FYE24-1

Budget Amendment 24-1 was presented to the board for consideration. This amendment balances accounts within the budget and does not affect fund balance. Member Turner moved to approve the budget amendments. Member Poe seconded the motion. The Board voted in favor of adopting and approving the minutes as presented.

III. Financial Report

The financial reports for February 2024 through May 2024, and balance sheet as of May 2024, were reviewed by the board. Revenue totaled 815,971.81 and expenses totaled 649,802.68. The cash balance as of May 31, 2024, balance sheet totaled 1,253,740.72. Member Turner 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.

IV. Consider the 2024-2025 Budget

The board was presented with a financial budget for 2024-2024. Contributions from Jefferson County did increase because of increased expenses and a 3.2% cost of living adjustment. The proposal does include a 100,000-dollar capital project for new automated dispatch software for Fire and EMS. Member Poe moved to approve the 2024-2025 budget. Member Turner seconded the motion. The Board voted in favor of adopting and approving the budget as presented.

V. Consider Contract with Helen Ross McNabb Center for Employee Assistance Program

The board was presented with a contract from Helen Ross McNabb Center for an Employee Assistance Program. After a brief discussion Member Turner moved to approve the contract. Member Poe seconded the motion. The Board voted in favor of approving the contract as presented.

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

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

VII. Other Business by Director

The board was advised that all leadership positions have completed NENA Center Manager Certification Program Training. Member Turner requested that a commendation letter be placed in each of the attendee's personnel files.

Director Crowther expressed his condolences and appreciation of support from Member Ballanger. The board will present a Resolution to his family at an upcoming board meeting.

VIII. Adjourn

Without Objection the meeting was Adjourned. The next meeting is scheduled for September 26, 2024.
