

MONITEAU COUNTY EMERGENCY DISPATCH



BOARD OF DIRECTORS MINUTES

MAY 12, 2025

PRESIDENT –	DISTRICT 1 – DANA WHEATLEY	DISTRICT 2 – JEFF KOERKENMEIER
DIRECTOR – KEVIN WIEBERG	DISTRICT 1 – RUTHIE ADAMS	DISTRICT 2 – CHERI DIX
COUNSEL – TODD MILLER	DISTRICT 1 –	
OPS MNGR – STACEY RICHARDS		

1. CALL TO ORDER

The meeting was called to order at 6:00 PM by Vice Chair Dana Wheatley.

2. INVITED GUESTS

No invited guests present.

3. MINUTES & REPORTS RECEIVED AND FILED

Cheri Dix moved to approve the meeting minutes from the May 12, 2024, Board Meeting as submitted as there was no meeting in April. This motion was seconded by Jeff Koerkenmeier and unanimously approved by the Board.

Director Kevin Wieberg, presented the Treasurer's Report for May 2025 as follows:

<i>Sales Tax Revenue</i>	<i>\$96,061.58</i>
<i>Other Revenue</i>	<i>\$313.92</i>
<i>Operational Expenses</i>	<i>\$72,929.89</i>
<i>Capital Expenses</i>	<i>\$0</i>
<i>Month Ending Checking Account Balance</i>	<i>\$344,558.92</i>
<i>Month Ending Certificates of Deposit</i>	<i>\$1,455,672.95</i>

Jeff Koerkenmeier moved to approve the Treasurer's Report as submitted.

This motion was seconded by Cheri Dix and unanimously approved by the Board.

4. ACCOUNTS PAYABLE & PAYROLL

Director, Kevin Wieberg, presented the Accounts Payable Report with no pending transactions.

\$12,991.52

Director, Kevin Wieberg, presented the Payroll Report since the last Board Meeting.

<i>2025-10</i>	<i>\$25,813.94</i>
<i>2025-11</i>	<i>\$25,244.33</i>

Ruthie Adams moved to approve the Accounts Payable and Payroll Reports as submitted.

This motion was seconded by Jeff Koerkenmeier and unanimously approved by the Board.

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5. UNFINISHED BUSINESS

Director Wieberg stated still waiting to close on property on Windmill Ridge. Awaiting bank to release UCC on lot (separate lot liability) should be able to close by next meeting.

6. NEW BUSINESS

Director Wieberg presented a maintenance contract renewal from Intrado for 911 phone system / text 911 for 1 year services for \$14,024.08. This amount was included in the 2025 Budget.

Jeff Koerkenmeier moved to approve the contract renewal with Intrado as presented. This was seconded by Cheri Dix and unanimously approved by the Board.

7. DIRECTOR'S REPORT

Report attached.

8. BOARD INQUIRIES

None

9. PUBLIC COMMENTS

None

10. CLOSED SESSION

The Board did not enter closed session

11. SCHEDULE FUTURE MEETINGS

*MCED Board of Directors meet on 2nd Monday of each month.
July 14, 2024*

12. ADJOURNMENT

With no other business being presented, Jeff Koerkenmeier moved to adjourn the meeting. This motion was seconded by Cheri Dix and was unanimously approved by the Board. The Meeting was adjourned at 6:11 PM.

Minutes prepared by Kevin Wieberg



Moniteau County Emergency Dispatch

Monthly Directors Report



Personnel

Telecommunicators		In Training	Vacancies
Full Time	8	1	1
Telecommunicators		Vacancies	Road Signs
Part Time	1 0	4	2

Training

Training	Date	Attendance	Hours	Type
Lost Child	Monthly	8	1	Online

Projects

AED Registry	In Progress
CAD GIS DB Update (Responder Mapping)	In Progress
GIS Remediation	In Progress
Server Replacement	Awaiting

Monthly Activity

Mass Fatality Planning Meeting
RAVE Notification push
911 Pre K Presentations
CAD Addressing File Update and troubleshooting
Spray Herbicide in Parking Lot

Month at-a-glance

1,230 Calls for Service Created (CAD)	AVG time to Disp High Priority LAW	01min 46sec
608 Responder Initiated	AVG time to Disp Fire	01min 33sec
162 911 Initiated	AVG time to DispHigh Priority EMS	02min 06sec
460 Admin Initiated	Open Records Requests	3
121 High Priority Calls	Internal Issues Reported (Phone, Radio, IT)	4
331 911 Received	Smart911 Profiles Created	79
3.32 911 Average Ring Time (Seconds)	Quality Assurance Evaluations	-
17 911 Transferred	Average Monthly QA Score	-
60 911 Hangups	New Addresses Assigned	4
1 911 Text Sessions	Messages for CPD	69
279 911 Wireless	Messages for TPD	27
5 911 Bus Landline	Messages for MCSO	23
7 911 Res Landline	California Utility Calls	3
31 911 VOIP	TAS requests for PA Office	37
1,521 Admin/ Business calls - Inbound	CH requests for PA Office	15
663 Admin/ Business calls - Outbound	Warrants Entered	31
1 Language Line Utilized	Warrant Validations	25

