

MONITEAU COUNTY EMERGENCY DISPATCH



BOARD OF DIRECTORS MINUTES

OCTOBER 9, 2023

CHAIRMAN – CHRIS ALLEE	DISTRICT 1 – DANA WHEATLY	DISTRICT 2 – MIKE VOLKART
DIRECTOR – KEVIN WIEBERG	DISTRICT 1 – RUTHIE ADAMS	
COUNSEL – TODD MILLER (VIRTUAL)	DISTRICT 1 – DAYLEY ELLIOTT	DISTRICT 2 – JEFF KOERKENMEIER
OPS MNGR – STACEY RICHARDS		

1. CALL TO ORDER

The meeting was called to order at 6:05 PM by Chairman Chris Allee.

2. MINUTES & REPORTS RECEIVED AND FILED

Mike Volkart moved to approve the meeting minutes from the September 11, 2023 Board Meeting as submitted.

This motion was seconded by Ruthie Adams and unanimously approved by the Board.

Director Kevin Wieberg, presented the Treasurer's Report for September 2023 as follows:

<i>Sales Tax Revenue</i>	<i>\$85,144.05</i>
<i>Other Revenue</i>	<i>\$627.73</i>
<i>Operational Expenses</i>	<i>\$96,731.10</i>
<i>Capital Expenses</i>	<i>\$10,888.40</i>
<i>Month Ending Checking Account Balance</i>	<i>\$164,334.13</i>
<i>Month Ending Certificates of Deposit</i>	<i>\$1,042,193.81</i>

Ruthie Adams moved to approve the Treasurer's Report as submitted.

This motion was seconded by Dayley Elliott and unanimously approved by the Board.

3. ACCOUNTS PAYABLE & PAYROLL

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

\$26,398.15

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

<i>2023-19</i>	<i>\$ 25,357.14</i>
<i>2023-20</i>	<i>\$ 26,093.67</i>

Jeff Koerkenmeier moved to approve the Accounts Payable and Payroll Reports as submitted.

This motion was seconded by Ruthie Adams and unanimously approved by the Board.

4. INVITED GUESTS

No Guests are in attendance.

MONITEAU COUNTY EMERGENCY DISPATCH



5. UNFINISHED BUSINESS

a. Building Addition Update

Director Kevin Wieberg gave a brief presentation on floor plan changes that were incorporated based off recommendations by the Board. Additional recommendations were discussed, and Kevin will contact Architects to see if feasible.

A draft of the Phase 2 contract was presented to Board Counsel Miller for review, changes were suggested and sent back to PBA. Due to a death in their family no final contract is available to be presented at this meeting.

6. NEW BUSINESS

Director Kevin Wieberg is working on 2024 Budget and will have Draft available at next meeting. A working version was available for review however still awaiting on some prices for next year.

7. DIRECTOR'S REPORT

Report attached.

8. BOARD INQUIRIES

None

9. PUBLIC COMMENTS

None

10. CLOSED SESSION

Mike Volkart moved to enter Closed Session Pursuant to RsMO 610.021 to discuss Legal Issues. This motion was seconded by Jeff Koerkenmeier and a roll call vote was held:

Ruthie Adams: Yes, Dana Wheatley: Yes, Chris Allee: Yes, Mike Volkart: Yes, Jeff Koerkenmeier: Yes, Dayley Elliott: Yes. The Board entered into Closed session at 6:34PM.

While in Closed Session, Legal issues were discussed with Counsel Todd Miller.

Ruthie Adams moved to open the meeting. This motion was seconded by Jeff Koerkenmeier and a roll call vote was held:

Ruthie Adams: Yes, Dana Wheatley: Yes, Chris Allee: Yes, Mike Volkart: Yes, Cheri Dix: Yes, Jeff Koerkenmeier: Yes, Dayley Elliott: Yes. The Board opened the meeting to the public at 6:39PM.

11. SCHEDULE FUTURE MEETINGS

MCED Board of Directors meet on 2nd Monday of each month.

November 13, 2023

12. ADJOURNMENT

With no other business being presented, Jeff Koerkenmeier moved to adjourn the meeting.

This motion was seconded by Ruthie Adams and was unanimously approved by the Board.

The Meeting was adjourned at 6:40 PM.

Minutes prepared by Kevin Wieberg



Moniteau County Emergency Dispatch

Monthly Directors Report - September



Personnel

	Telecommunicators	In Training	Vacancies	Road Signs
Full Time	9		1	0
Part Time	2	0	3	2

Training

	Date	Attendance	Hours	Type
Domestic Shooting	Monthly	10	1	Online
Strokes / ProQA Buttons / CA Fast Track	17-Oct	12	1	Staff Meeting

Certifications

	Complete	Scheduled	Needing	Total
Basic Telecommunicator	14	0	0	14
Online Universal Telecommunications Essentials Course	14	0	0	
Dispatch-Directed CPR	14	0	0	
ProQA	13	0	1	
EMD	11	3	0	
MULES	14	0	0	

Projects

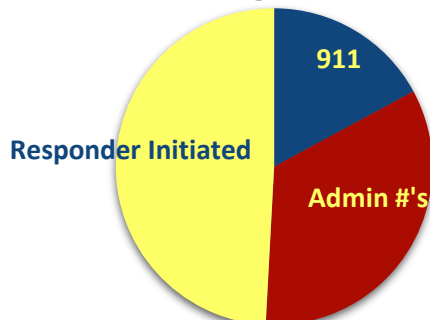
Monthly Activity

Cooper County Address Points	Complete	911 Presentation at California Elementary School
Go2it Dispatch map to incorporate Oblique Imagery	Pending	RHSOC
AED Registry	In Progress	LEPD
Radio Backup / ES Chat Project	In Progress	Rapid SOS / Raptor Presentation
		PAM

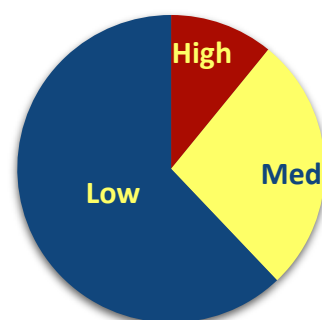
Month at-a-glance

1,236 Calls for Service Created (CAD)	Language Line Utilized 2
121 High Priority Calls	Average time to Dispatch HP CFS 02min 04sec
307 911 Received	911 Average Ring Time 2.97 seconds
66 911 Hangups	Quality Assurance Evaluations 143
5 911 Text Sessions	Average Monthly QA Score 94.87%
6 Smart911 Profiles Created	New Addresses Assigned 5
1,494 Admin/ Business calls - Inbound	Warrants Entered 32
564 Admin/ Business calls - Outbound	

Call Origination



CFS Priority Level





Moniteau County Emergency Dispatch

Monthly Directors Report - September



	January	February	March	April	May	June	July	August	September	October	November	December
Average Score Call-Taking/ Dispatching	87.56%	94.01%	92.11%	91.98%	93.76%	94.93%	95.23%	96.46%	95.72%	94.87%		
High Compliance (100%)	42	69	64	82	93	93	66	96	106	84		
	27%	40%	50%	47%	57%	59%	57%	61%	61%	59%	0%	0%
Compliant (90%-99%)	47	56	24	36	28	38	31	43	44	33		
	30%	32%	19%	21%	17%	24%	27%	27%	25%	23%	0%	0%
Partial Compliance (80%-89%)	24	26	19	28	23	14	9	12	14	12		
	15%	15%	15%	16%	14%	9%	8%	8%	8%	8%	0%	0%
Low Compliance (75%-80%)	7	4	3	7	5	4	2	0	0	3		
	4%	2%	2%	4%	3%	3%	2%	0%	0%	2%	0%	0%
Non-Compliant (<75%)	37	19	17	22	14	9	8	7	11	11		
	24%	11%	13%	13%	9%	6%	7%	4%	6%	8%	0%	0%
Total Assessments	157	174	127	175	163	158	116	158	175	143	0	0
Call Taking	84.40%	91.85%	90.37%	91.36%	92.62%	92.63%	94.26%	94.68%	94.09%	93.50%		
LAW	34	36	27	35	30	36	21	41	44	22		
FIRE	9	15	4	16	16	14	15	16	11	12		
EMS	73	63	66	72	66	47	39	38	60	76		
Dispatching	96.51%	96.87%	97.75%	96.65%	96.23%	98.60%	97.51%	99.14%	98.84%	99.44%		
LAW	29	37	21	30	29	34	16	38	44	15		
FIRE / EMS	12	23	9	22	22	27	24	25	16	18		

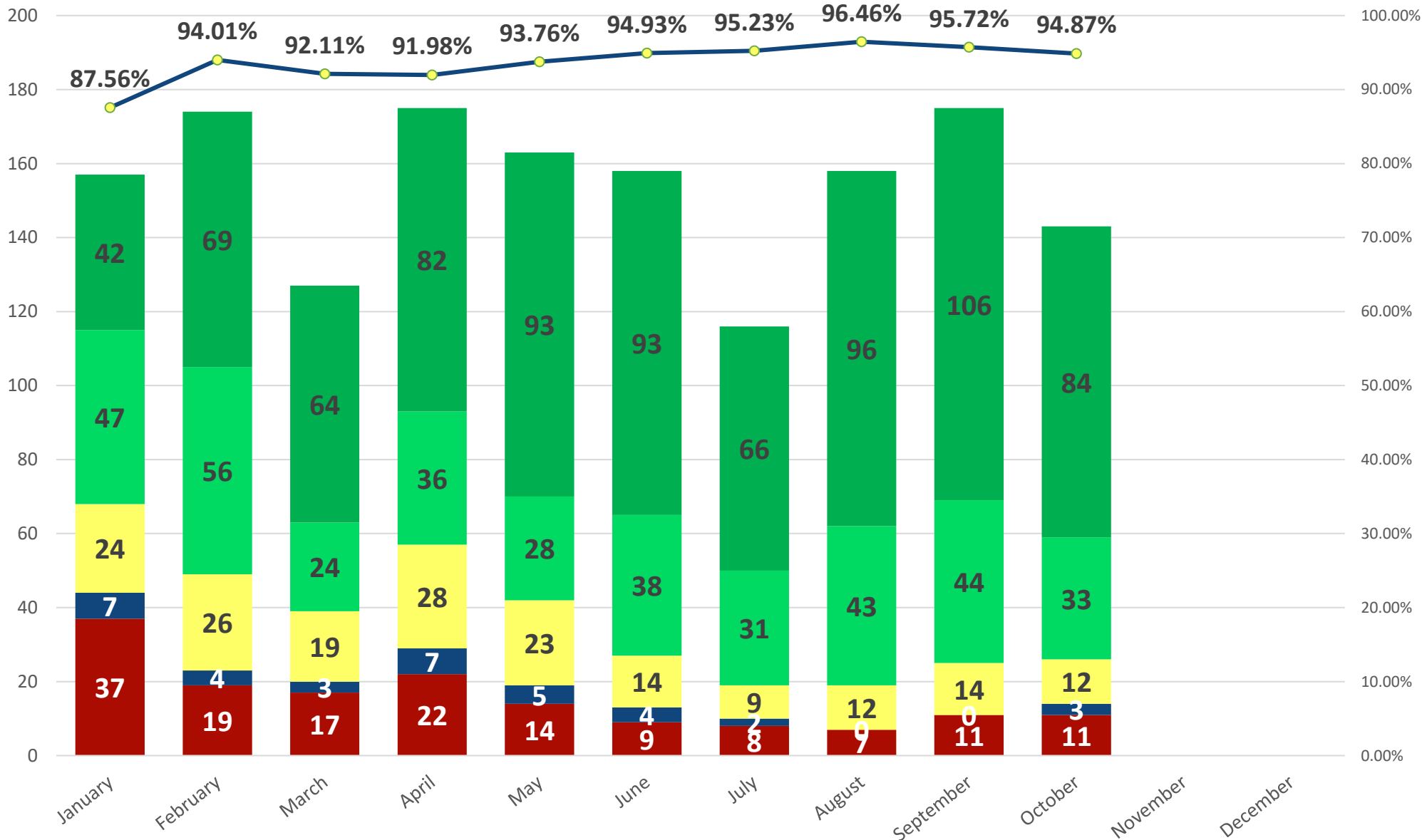


Moniteau County Emergency Dispatch

Monthly Directors Report - September



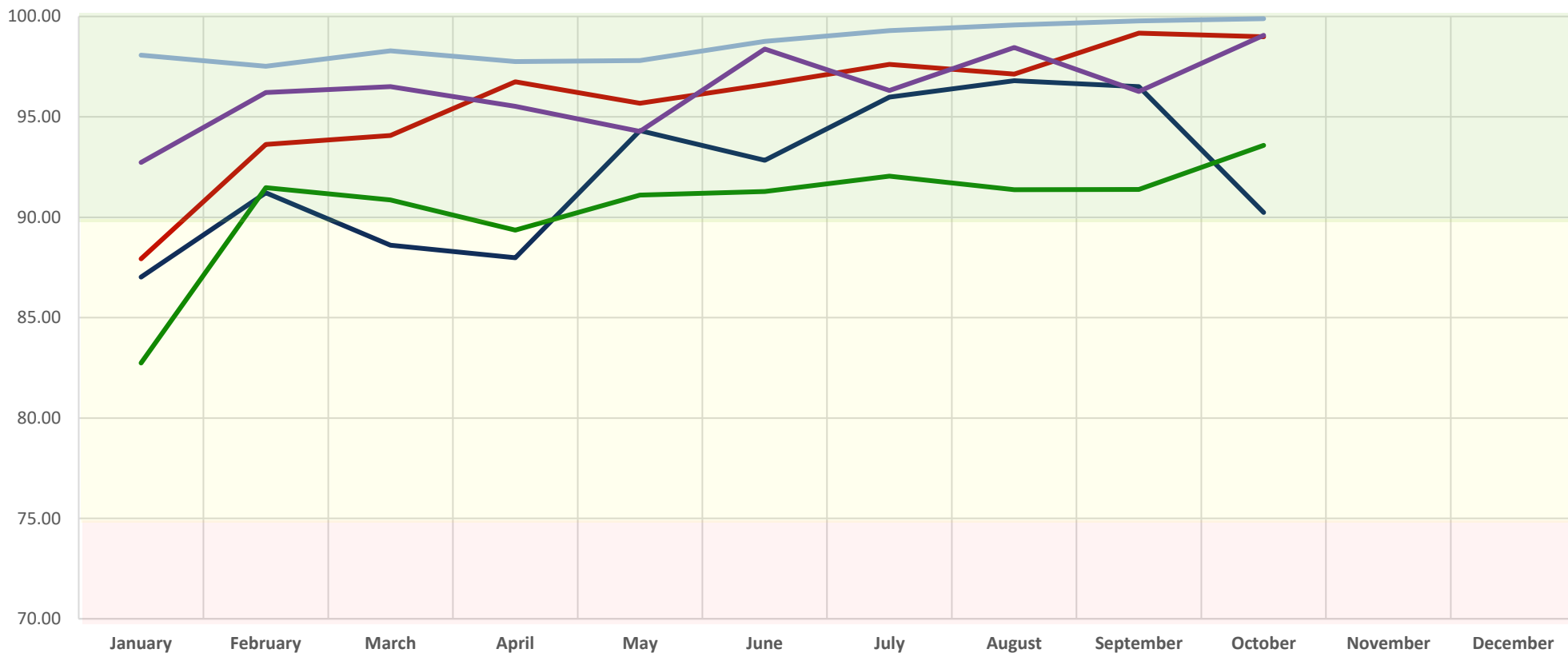
■ High Compliance (100%)
 ■ Compliant (90%-99%)
 ■ Partial Compliance (80%-89%)
 ■ Low Compliance (75%-80%)
 ■ Non-Compliant (<75%)
 ● Average Score Call-Taking/ Dispatching



Moniteau County Emergency Dispatch

Monthly Directors Report - October

	Non-Compliant (<75%)		Low Compliance (75%-79%)				Partial Compliance (80%-89%)		Compliant (90%-99%)		High Compliance (100%)	
	January	February	March	April	May	June	July	August	September	October	November	December
Law Calltaking	87.02	91.22	88.61	87.98	94.32	92.84	95.98	96.80	96.51	90.24		
Law Dispatching	98.07	97.52	98.29	97.76	97.81	98.76	99.30	99.58	99.78	99.89		
Fire Calltaking	87.93	93.62	94.07	96.75	95.68	96.61	97.61	97.13	99.17	98.99		
EMS Calltaking	82.74	91.47	90.86	89.36	91.11	91.28	92.05	91.37	91.38	93.58		
Fire/EMS Dispatching	92.73	96.21	96.51	95.53	94.27	98.38	96.32	98.46	96.26	99.06		



— Law Calltaking — Law Dispatching — Fire Calltaking
— EMS Calltaking — Fire/EMS Dispatching

