



JeffCom911 Board – Special Meeting

\*\*via Zoom\*\*

May 05, 2022

Members/Alternate Members Seated:

Pete Brummel, EJFR Alternate  
Art Frank, Fire Commissioner  
Mark McCauley, Jefferson Co, Alternate  
Tim McKern, Chair, Fire Chief, FD#2  
Joe Nole, Sheriff JCSO  
Thomas Olson, City of PT Chief

Other Attendees:

Mike Chamberlain, JeffCom911 -Network Admin  
Rich DePas, JeffCom911 IT Network Admin  
Jenny Dyste, JeffCom911 Warrant Clerk  
Stacie Huibregtse, JeffCom911 Director  
Lisa Johnson, JeffCom911 Office Manager  
Chris Kauzlarich, East Jefferson Fire Rescue

Members/Alternate Members Absent or excused:

Greg Brotherton, Jefferson Co. Admin  
Andy Pernsteiner, Co-Chair Undersheriff  
John Mauro, City of PT Chief Alternate  
Robert Pontius, Fire Comm. Assn, alternate

- I. Call to Order Tim McKern called the meeting to order at 10:00 am
- II. Roll Call
- III. Public Comment – Up to 20 Minutes - *This is an optional time period dedicated to listening to the public. We want to hear your ideas or concerns. To ensure equal opportunity for the public to comment, all comments shall be limited to three minutes per person and each person may address the Board one time during the public comment period. Please start by stating your name and address.*

Individuals may participate during the Public Comment Period using the following methods:

- Video – Refer to meeting instructions above
- Audio only – Refer to meeting instructions above
- Email – [stacieh@jcpsn.us](mailto:stacieh@jcpsn.us) (Comments received here will be added to the correspondence log)

No public comments were received

IV. Approval of minutes:

- A. Meeting minutes for March 31, 2022  
Corrections: Art Frank no longer Chair, correction should be Tim McKern as chair.
- B. Joe Nole made a motion to approve the minutes with changes.  
Art Frank seconded, and the minutes were approved.



- V. Approval of Payments:
  - A. March 2022
    - i. Account 671 Jefferson County      \$319,236.14
    - ii. Account 3 – First Federal Savings      \$129,172.58
  - B. Art Frank made a motion to approve the vouchers for March 2022.  
Chief Olson seconded, and the payments were approved.
- VI. Director's Report
  - A. Please review Stacie's report.
- VII. IT Systems Manger Report
  - A. Working on issues with the CAD upgrade
  - B. Test environment has been Upgraded to 2021.2; dispatchers are testing before going live.
  - C. Working on Radio consoles upgrade, as well as the Intrado 911 viper and the radios on the towers.
- VIII. User Agency Report: Limited to 10 min per agency/speaker
  - A. No comments were received
- IX. Old Business
  - A. Crewforce/ShieldForce ILA discussion
    - i. Reviewing the ILA - Stacie will review the ILA and we will put off a board vote for approval until the May 27<sup>th</sup> meeting.
    - ii. Suggested that JeffCom911 will pay the initial cost, and then each of the user agencies will pay their annual costs, and can manage their agency's licenses.
    - iii. JeffCom911 and PenCom911 have the contracts with Tyler. The issue is the user agencies may need to enter into contract with Tyler
    - iv. Stacie will schedule a special meeting with Tyler and Law and Fire user agencies to finalize the purchase details/possible pending contracts.
  - B. VIPER upgrade
    - i. Stacie finished a State Equipment Application to SECO for a share of the \$1,000,000 Grant for equipment for VIPER and for our Stancil recorder.
  - C. SAO Audit Results
- X. New Business
  - A. Approval of Jeffcom 911 EFT Policy



*i. Approval of the EFT Policy is postponed until further review by board members and will be voted on at May 27<sup>th</sup> meeting.*

- B. Resolution 2022-0001 Transfer \$200,000 from General Fund to Capital Fund
  - i. Art Frank made a motion to approve the transfer.
  - ii. Joe Nole seconded.
- C. Radio Update – Quote for Emergency update of Series 4000 Zetron equipment
  - i. Stacie asked for approval of the quote for \$19,862.20. This is a one-time update cost with no re-occurring charges.
  - ii. Joe Nole made a motion to approve the purchase from Racom  
Chief Olson seconded, and the purchase was approved.

- XI. Suggestions for next or future agenda, regular meeting and/or executive session.
- XII. Good of the Order

- XIII. Adjourn  
Tim McKern adjourned the meeting at 11:07 am

Next Meeting: May 26th, 2022 – 9:00 am Board Meeting via Teleconference is cancelled.  
May 27<sup>th</sup>, 2022 - 9:00 am Special Meeting

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JEFFCOM Administrative Board Member

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JEFFCOM Administrative Board Member

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Date

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Date