

MINUTES OF
SMITH COUNTY 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
March 19, 2009

The regular session of the Board of Managers meeting was called to order by Chairman Gene Cottle' at 10:33 AM on February 19, 2009 in the Board Room of the District's office at 1001 ESE Loop 323.

Board Members Present: Gene Cottle
Jerry Shamburger
Ron Shaffer
Johnny Brown
Bobby Garmon

Staff Present: Bill Morales
Shirley Singletary
Julia Austin
Jan Funderburgh

Guests: Steve Kean-City Attorney
Doug Forsythe-AT&T

1. **Call to order and introductions.** Mr. Cottle stated that there was a quorum present. All voting members were present and our non-voting member Gary Ferguson was absent.
2. **Approval of February 19, 2009 Board Meeting Minutes.** Mr. Cottle approved the February 19, 2009 minutes as submitted. Mr. Brown motioned to accept the minutes. Mr. Shafer seconded the motion. Motion was carried unanimously.
3. **Review February 2009 Financials.** Ms. Singletary reviewed the monthly financial report stating we are 5 months into the budget year at 42% of budget year. During February we paid in full for our new Ricoh Copier, \$5900.00. Our income is 43% or over our 42% budgeted and expenses remain at 39%, 3% below our budget estimate. Ms. Singletary asked if there are any questions.
4. **Receive monthly report from District Director on Texas 9-1-1 Alliance Meeting.** Mr. Morales stated there was nothing new. They continued to talk about the femto cell agreements they have been working on. The discussion also focused on the legislative type developments.

5. **Receive summary of 8^{1st} Legislative developments as submitted by Texas 9-1-1 Alliance.** Mr. Morales stated that there are a number of bills that directly affect us. Bill 1766 will continue to be monitored which exempts the pre-paid wireless from paying the 9-1-1 surcharge. We are trying to make sure everyone is paying the fee that has access to the 9-1-1 system. Bill 3174 which will begin to require the licensing of telecommunicator's, which will affect our PSAPS.
6. **Receive report and take any necessary action from Doug Forsyth, AT&T Account Manager, regarding 9-1-1 equipment problem reporting, contingency planning, & trouble ticket procedures for SC911 District PSAP'S.** Mr. Morales presented the Board with a trouble ticket report for the previous month. These reports are for any issue called into the at&t resolution center related to problems with the PSAP equipment. Mr. Morales also handed out a Contingency Plan prepared by at&t detailing where each PSAP's calls would be re-routed to if necessary. Mr. Forsythe added that the AT&T resolution center monitors the entire network which will have system generated corrections on the network, most of which you will never see.

Mr. Morales updated the Board as to a PSAP Failure that occurred at Whitehouse PD on 2/21/2009. There were some response time concerns and contingency plan mix ups that delayed the restoration of service. Doug Forsythe addressed the board and detailed changes to the response process that should make sure no problems like that occurred again.
7. **Discuss and consider report from SC911 District Investment Committee meeting held on March 16, 2009.** Bill stated we adopted investment policy back on December 2007 and appointed an investment committee which consists of Bill, Shirley, Ron, & Gene. The committee met on March 5, 2009 to review the finances of the District. The District maintains an average of \$60,000 in the checking account which is used to pay bills. In the money market account an average balance of about \$860,000 is maintained. Because the average interest rates are low at Southside Bank, the committee decided to deposit funds in higher interest money market accounts at Chase Bank and Bank of Tyler these funds are liquid and will be within the FDIC insured accounts.
8. **Review February 2009 database activities including, addressing, MSAG, and plat reports.** Ms. Funderburgh reviewed her report stating that in the month of January there were 65 new addresses, 10 MSAGS, and 8 Plats.

The meeting was adjourned at 11:46 AM

Gene Cottle-Chairman of the Board of Managers
Smith County 9-1-1 Communications District