

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
APRIL 18, 2012

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:21 AM on April 18, 2012 in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

**Board Members Present:** Gene Cottle  
Ron Shaffer  
Johnny Brown  
Gary Ferguson

**Staff Present:** Bill Morales  
Jan Funderburgh  
Summer Jones  
Catarina Ridgeway

**Guest:** Sharon Roberts- Legal Counsel  
Steven Kean- City of Tyler  
Ronnie Pilcher  
Debbie Gee

1. **Call to order and introductions.** Mr. Gene Cottle stated that there was a quorum present and that Bobby Gorman and Jerry Shamburger (voting members) were absent.
2. **Approval of April 18, 2012 Board Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mrs. Sharon Roberts stated that her title needed to be changed from "council" to "counsel." Also, Gary Ferguson's name was misspelled. Mr. Johnny Brown motioned to accept the minutes and Mr. Ron Shaffer seconded the motion. The motion was carried unanimously.
3. **Review April 2012 Financials.** Mr. Bill Morales presented the financials for review and discussion. We are at 50% of the budget year. All expenditures and revenue are at percentage. Mr. Morales did mention that the board may need to start approving the financials. He will research the requirements and report back to the board. No action was taken.
4. **Receive update on the status of Whitehouse PD Public Safety Answering Point (PSAP) as it relates to 911 District PSAP equipment.** Mr. Morales stated as of April 1, 2012 that Whitehouse Dispatch no longer existed. SCEOC is taking all the 911 calls made within the City Limits of Whitehouse. Jan is making sure all calls are being routed to SCEOC. The equipment is temporarily being left at Whitehouse PD. As of yet, there have not been any problems with the switch. No action was taken.

5. **Discuss, consider, and take any necessary action to authorize the District Director to proceed with the purchase and installation of secondary PSAP equipment at Tyler-DPS including 3 positions of Vesta Pallas 911 Call Taking equipment and Geolynx 911 Mapping software.** Mr. Morales stated he is in the process of working with Tyler DPS to become a secondary PSAP. This would be the first DPS in the state to function like a PSAP. The final approval will be made once we have the budget numbers returned from AT&T. Mr. Cottle asked for a motion to authorize the District Director to establish a secondary PSAP for Tyler DPS. Mr. Brown motioned to approve and Mr. Shaffer seconded the motion. The motion was carried unanimously.
  
6. **Receive update from the District Director on the project with L.R. Kimball for consulting services to assist with a district-wide Computer Aided Dispatch (CAD) and Records Management Systems (RMS) assessment and the development of requirements for a County-wide CAD/RMS system utilizing the Texas DIR Contract.** Mr. Morales stated that L.R. Kimball was in town doing a second survey last week. Two agencies did not participate. The two agencies were Arp PD and EMS. Mrs. Roberts recommended putting a governing body together once the study is done. We will become a participating agency. No action was taken.
  
7. **Receive February 2012 and March 2012 ticket reports and updates for all SC 9-1-1 District Public Safety Answering Points.** Mr. Morales reviewed the ticket reports for the month of February and March. Mrs. Debbie Gee stated that there have not been any problems in the past few months. No action was taken.
  
8. **Review March 2012 activities including Addressing, MSAG, and Plat reports.** Ms. Jan Funderburgh reviewed the report for the month. We have had 65 new addresses, 147 MSAG changes, and 77% of the calls are wireless. We are also in the process of working on a smart phone app. The aerial photography was just received.
  
9. **Review March 2012 Public Education and Training activities.** Ms. Claudia Cabellero is still out on maternity leave. We did participate in National Telecommunications Appreciation Week. Everyone received T-shirts, pizza coupon, pizza cutter, and a mug. Overall, the event was a success.
  
10. **The meeting was adjourned at 10:55 am.**

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