

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
May 17, 2012

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:05 AM on May 17, 2012 in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

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

Staff Present: Bill Morales
Jan Funderburgh
Summer Jones
Claudia Caballero
Catarina Ridgeway

Guest: Sharon Roberts- Legal Counsel
Debbie Gee

1. **Call to order and introductions.** Mr. Gene Cottle stated that there was a quorum present and that Bobby Gorman (voting member) and Gary Ferguson (non-voting member) were absent.
2. **Approval of May 17, 2012 Regular Board Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mr. Ron Shaffer stated that his name was misspelled. It was spelled "Shafer." It should be "Shaffer." Mr. Johnny Brown motioned to accept the minutes and Mr. Shaffer seconded the motion. The motion was carried unanimously.
3. **Review of May 17, 2012 Financials.** Mr. Bill Morales presented the financials for review and discussion. We are at 58% of the budget year. The Income and Expenses are in order. Mr. Morales is still looking into voting on the financials. No action was taken.
4. **Review results of AT&T 9-1-1 Trunk Study, conducted during April 08, 2012 thru April 29, 2012 to determine if each Smith County 9-1-1 District PSAP has adequate number of 9-1-1 trunks to accommodate 911 calls to Tyler PD, SCEOC, Lindale PD, Whitehouse PD, and Overton PD.** Mr. Morales stated that every two to three years the District performs a Trunk Study to determine if there is enough capacity in the 911 Network to handle the incoming calls to all the PSAPS. The study showed the following:
 - Tyler- The study recommended providing four lines and we are providing five lines.
 - SCEOC-The study recommended providing four lines and we are providing four lines.
 - Lindale-The study recommended providing two lines and we are providing three lines.
 - Overton-The study recommended providing one lines and we are providing two lines
 - Whitehouse- The study was not conducted because calls were transferred to the county.

There were no questions. No action was taken.

5. **Receive updates 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 Country-wide CAD/RMS system utilizing the Texas DIR Contract.** Mr. Morales stated that the project is near completion. Once he gets the document, he will hold one to two meetings to finalize the project. He also stated, as a group, we will decide what to do as the next step. No questions. No action was taken.

6. **Receive May 2012 ticket reports and updates for all SC 9-1-1 District Public Safety Answering Points.** Mr. Morales presented the reports. No questions. No action was taken.

7. **Review May 2012 activities including Addressing, MSAG, and Plat reports.** Ms. Jan Funderburgh reviewed the report for the month. The 9-1-1 District had 82 addresses, 141 MSAG changes, and 18 plats. Ms. Funderburgh also stated that we finished validating all the streets for the City of Tyler. We will start on the address points next. We are also still in the process of working on the Smart Phone App. No action taken.

8. **Review May 2012 Public Education and Training Activities.** Ms. Claudia Caballero is back from maternity leave. No questions. No action taken.

9. **The meeting was adjourned at 10:40 am.**

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