

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
August 22, 2012

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:06 AM on August 22, 2012 in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

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

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

Guest: Sharon Roberts- Legal Counsel
Paula Cain
Rosa Young
Terry Rozzell
Mike Rambo

1. **Call to order and introductions.** Mr. Gene Cottle stated that there was a quorum present.
2. **Approval of August 22, 2012 Regular Board Meeting minutes.** Mr. Cottle asked for comments or a motion. Mrs. Sharon Roberts stated that William Booths needed to be changed to William Booth. Mr. Johnny Brown motioned to accept the minutes and Mr. Jerry Shamburger seconded the motion. The motion was carried unanimously.
3. **Review of the August 2012 Financials.** Mr. Bill Morales presented the financials for review and discussion. The SC 911 District income is at \$1.9 million year to date, with only 2 months left in the budget year. All income and expenditures are in line with budget projections. Mr. Brown motioned to accept the financials and Mr. Shamburger seconded the motion. The motion was carried unanimously.

- 4. Discuss, consider, and take any necessary action to approve a new Interlocal Public Safety Answering Point (PSAP) Project Participation Funding Agreement with the Smith County Volunteer Firefighters Association (SCVFA) to enhance the provisions of 9-1-1 System related services on behalf of SC911 District and residents of Smith County and Overton TX.** Mr. Morales reported that this document is required of any agency that request project funding from the District. It has been drafted and reviewed by SC 911 legal counsel. Mr. Brown abstain from this motion due to he is VP of this association. Mr. Shamburger motioned to accept and Mr. Ron Shaffer seconded the motion. The motion was carried unanimously. (Mr. Cottle stated Mr. Shaffer's arrival to the board meeting.)
- 5. Discuss, consider, and take any necessary action to authorize the District Director to approve a new Request for Public Safety Answering Point (PSAP) Project Participation Funds from the Smith County Volunteer Firefighters Association (SCVFA) in the amount not to exceed \$42,000 for the participation in equipping a Mobile Communications/Command Center for use by any agency operating within the service area of SC911 District.** Mr. Morales presented an overview of the SCVFA Mobile Command project which will include technology that interfaces directly with emergency communications personnel at the various PSAP's. He states that because this trailer is available to all agencies that operate within our 911 District, we can assist with funding. Funding for this project will come from cost savings associated with other 911 projects. The District will be listed as a contributing partner to this project and will participate in the Public Education uses of this trailer. Mr. Brown abstain from this motion due to he is VP of this association. Mr. Shamburger motioned to accept and Mr. Shaffer seconded the motion. The motion was carried unanimously.
- 6. Discuss, consider, and take any necessary action to authorize the District Director to approve a Request for Public Safety Answering Point (PSAP) Project Participation Funds from the City of Tyler, TX in the amount not to exceed \$100,000 for FY 2011-2012 as part of a 3 year commitment towards the participation of purchasing Mobile Data Terminals for Tyler Police Department.** Mr. Morales stated that in 2011 we agreed to participate with the City of Tyler in upgrading all mobile data terminals. The total cost for this project was about 1.1-1.2 million dollars. Because the District sees MDT's as an extension of the delivery of the 911 call, participation in the project is allowed. Mr. Brown motion to accept and Mr. Shamburger seconded the motion. The motion was unanimously.
- 7. Receive update on the Smith County 9-1-1 Communications District Fiscal Year 2012-2013 Proposed Operating Budget as submitted to the Smith County Commissioners Court and the 11 Participating SC911 District Board of Managers Municipalities for review, comment, and approval prior to final adoption by the SC911 District Board of Managers.** Mr. Morales stated that the Health and Safety Code states that the 2012-2013 budgets must be approved by a majority of the participating entities as well as the Commissioners Court. He also stated that the budget passed unanimously at the Commissioners Court. The budget was currently scheduled for review and approval by all the municipalities in the area. No discussion or questions. No action was taken.

- 8. Discuss and consider authorizing an amendment to FY 2011-2012 SC911 Operating Budget to increase line item 503500 PSAP Project Participation Fund to support additional district wide projects.** Mr. Morales presented this item to the board members. He stated that the money that is available for transfer represents saving from other District projects. This will allow the District to fund additional projects prior to the end of the fiscal year. Mr. Shaffer motioned to accept and Mr. Brown seconded the motion. The motion was carried unanimously.

- 9. Receive August 2012 ticket reports and updates for all SC 9-1-1 District Public Safety Answering Points.** Mr. Morales presented the ticket reports. He stated that he did not receive any reports for this month and would include them at next month's board meeting. No questions or discussion. No action was taken.

- 10. Review August 2012 SC911 Database and GIS activities.** Ms. Jan Funderburgh presented the database and GIS activities. She stated that the landlines are continuing to decrease; meanwhile the cell phone usage is continuing to increase. No questions or discussion. No action was taken.

- 11. Review August 2012 Public Education and Training activities.** Ms. Claudia Caballero reviewed the report for the month of July. She did participate in several Public Education and training events. These included ETCC, Boys and Girls Club, POA meeting, Dovia Meeting, Angela' angels daycare, Tyler Metro Children's center, Crisis Center, Red E Fox programs(glass), East Texas Council of Independent Living, Chamber of Commerce, TNT meeting, First Baptist Church, NPEF conference-San Antonio, PET's meeting, Salvation Army, St. Paul's. No questions or discussion. No action was taken.

- 12. The meeting was adjourned at 11:14 am.**

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