

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
June 19, 2013

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:09 AM on June 19, 2013 in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

Board Members Present: Gene Cottle
 Bobby Garmon
 Johnny Brown
 Jerry Shamburger
 Joe Blackstone

Staff Present: Bill Morales
 Claudia Caballero
 Catarina Ridgeway

Guest: Sharon Roberts- Legal Counsel
 Steve Kean- City of Tyler
 Dan Allee- City of Tyler
 Chad Richey- EMS
 Michael Smith- EMS
 Debbie Gee- AT&T

1. **Call to order and introductions.** Mr. Gene Cottle stated that there was a quorum present. Voting member Ron Shaffer was not present.
2. **Approval of May 15, 2013 Regular Board Meeting minutes.** Mr. Cottle asked for comments or a motion. Mr. Bobby Garmon motioned to accept the minutes and Mr. Johnny Brown seconded the motion. The motion was carried unanimously.
3. **Review of the May Financials.** Mr. Bill Morales presented the financials for review and discussion. Mr. Morales stated that we are 66% of the budget year. Mr. Johnny Brown made a motion to accept the financials and Mr. Garmon 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 East Texas Medical Center – EMS to enhance the provisions of 9-1-1 System related services on behalf of SC911 District and residents of Smith County.** Mr. Morales stated that this is the standard PSAP agreement. Mrs. Sharon Roberts is the one who drafts the forms. Mr. Garmon made a motion and Mr. Jerry Shamburger seconded the motion. This motion was carried unanimously subject to Mrs. Roberts' approval.

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 ETMC-EMS in the amount not to exceed \$2,700 for the purchase of a Laptop Computer to be utilized by the Dispatch Communications Manager.** Mr. Morales stated that each year the SC 911 District budgets \$5,000 for EMS. This money available as ETMC-EMS is a secondary PSAP within our service area. EMS is asking to use this money towards a laptop not to exceed \$2,700 to be used by the communications manager. EMS will be responsible for the maintenance of the equipment. Mr. Brown made a motion and Mr. Garmon 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 \$130,000 for the purchase of FIREHOUSE software and hardware to be used by Tyler Fire Dispatch.** The board member's motioned to table this agenda item until the next board meeting. Mr. Shamburger made the motion and Mr. Garmon seconded the motion. The motion was carried unanimously.
7. **Discuss, consider, and take any necessary action to authorize the District Director to research and report the benefits and cost associated with the installation of secondary 911 PSAP equipment at ETMC-EMS.** Mr. Morales stated that he wants to start funding equipment for ETMC-EMS to be a secondary 911 PSAP. EMS is not a city or a county, they are a non-profit organization. The SC 911 District will own and maintain the equipment. Mr. Brown made a motion and Mr. Shamburger seconded the motion. The motion was carried unanimously.
8. **Authorize the District Director, on behalf of the GIS Consortium, to approve the RFQ as submitted by Texas Natural Resources Information System (TNRIS) for the completion of the Smith Co Orthoimagery & Lidar Project.** Mr. Morales stated that TNRIS is going to handle everything for the SC 911 District regarding the ariel photography. TNRIS will recommend us with the top three vendors. Once, we review the vendors, we will go with the best option. TNRIS is only getting quotes. The SC 911 District is not buying anything at the moment. Mr. Garmon made a motion and Mr. Brown seconded the motion. The motion was carried unanimously.
9. **Receive update on FY 2013-2014 Budget Process and review of proposed Budget Calendar.** Mr. Morales stated that he is starting to prepare the budget for the 2013-2014 fiscal year. He will have more information in the next board meeting. No discussion. No questions. No action was taken.
10. **Receive May 2013 ticket reports and updates for all SC 9-1-1 District Public Safety Answering Points.** Mr. Morales presented the trouble tickets for May. Ms. Debbie Gee stated that she did not relay the trouble tickets on time to Mr. Morales for the month of April. No discussion. No questions. No action was taken.

11. Review May 2013 SC911 Database and GIS activities. Ms. Funderburgh was not present. She was attending the NENA conference in North Carolina. Mr. Morales stated that Louie Downey was hired to take over Summer Jones position. No discussion. No questions. No action was taken.

12. Review May 2013 Public Education and Training activities. Ms. Claudia Caballero presented the public education and training activities for the month of May. These events included Peace Officer's meeting, Fit City Challenge-weight out, Summer Program (Glass), DOVIA, Tag Team meeting (Dallas), Crisis Intervention training class (TJC), Women's Auxiliary meeting, Jackson Elementary Health Fair, Dad's day for special needs (St. Louis), TX APCO/TX NENA conference, TCIC/NCIC training (TJC).

13. The meeting was adjourned at 10:53 AM. Mr. Garmon motion to adjourn the meeting and Mr. Brown seconded the motion.