

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
March 18, 2015

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 9:08 AM on March 18, 2015 in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

Board Members Present:       Gene Cottle  
  Jerry Shamburger  
  Bobby Garmon  
  Johnny Brown  
  Fred Cowden

Staff Present:                    Bill Morales  
  Claudia Caballero  
  Catarina Ridgeway  
  Louie Downey

Guest:                              Ron Stutes- Legal Counsel  
  Terrence Garmon – City of Tyler  
  Michael Smith- ETMC/EMS  
  Greg Hooten- 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 February 12, 2015 Regular Board Meeting minutes.** Mr. Gene Cottle asked for comments or a motion. Mr. Jerry Shamburger motioned to accept the February minutes and Mr. Johnny Brown seconded the motion. The motion was carried unanimously.
3. **Review of the February 2015 Financials.** Mr. Bill Morales presented the financials for review and discussion. Mr. Morales stated that we are at 41 percent of the budget year. The expenses are at 38 percent and the income is at 35 percent of the budgeted year. Mr. Brown made a motion to accept the financials and Mr. Shamburger seconded the motion. The motion was carried unanimously.
4. **Discuss, consider, and take any necessary action to authorize the District Director to sign a letter of engagement with Valley View Consulting LLC., for the review and updating of the Districts Investment Policy, and reviewing the I/P, the bank account analysis, and deposit collateralization statements for the amount not to exceed \$1500.00.** Mr. Morales stated that it was time to have Valley View Consulting review and update the District Investment Policy, bank account, and deposits. Mr. Bobby Garmon motioned to sign a letter of engagement with Valley View Consulting not to exceed \$1500 and Mr. Shamburger seconded the motion. The motion was carried unanimously.
5. **Discuss, consider, and take any action to authorize the District Director to enter into a purchase agreement for the design, equipment, and installation of audio visual equipment for**

**training rooms and board rooms of the SC911 District Offices in the amount not to exceed \$26,000.00.** Mr. Morales stated that the Audio Equipment price would include microphones, projector, projector screen, two rolling TV's, speakers, and a small set up for the conference room. The companies the 911 District are looking at are Complete Communication (\$23,416.87), Stereo & Video Center (\$24,696.09), and Cross System (\$24,986.22). The SC 911 District recommends Cross Systems. It will give us the room to improve and grow. Cross System is used by the City of Tyler. Mr. Shamburger motion to accept Cross Systems but not to exceed \$26,000 and Mr. Garmon seconded the motion. The motion was carried unanimously.

- 6. Discuss, consider, and take necessary action to authorize the District Director to participate in the funding of a HVAC System located in the data room of SCEOC, which houses one of two SC911 host computers, in the amount not to exceed \$35,000 from PSAP participation funding account.** Mr. Morales stated that Smith County asked if we could help fund the replacement of the HVAC system in the data room of SCEOC. Mr. Morales said he did not mind helping, but we could not fund the whole project due to other projects the 911 District will be funding. Mr. Shamburger motion to accept and Mr. Garmon seconded the motion. The motion was carried unanimously.
- 7. Receive update and take any necessary action regarding the agreement with AT&T for the Network upgrade of 41 911 Call Delivery PSAP positions located at Tyler PD, SCSO, ETMC-EMS, Tyler-DPS, Lindale PD, Overton PD, and SC911 District Offices in the approved amount of \$1.9 million dollars.** Mr. Morales stated that the new system will be ready in March. Training for the new system will begin in March and continue into April and May. No motion was carried.
- 8. Receive February 2015 ticket reports and updates for all SC 9-1-1 District Public Safety Answering Points.** Mr. Morales presented the trouble tickets for February. No discussion. No questions. No action was taken.
- 9. Review February 2015 SC911 Database and GIS activities.** Mrs. Jan Funderburgh was not present. No questions. No action was taken.
- 10. Review February 2015 Public Education and Training activities.** Mrs. Claudia Caballero presented the public education and training activities for the month of February. These activities included TAG Team meeting, DOVIA, TNT Meeting, PET's Meeting, Spanish for TC's, Crisis Communications, SHAC meeting, Athens PD/SO meeting (text to 911), WIC (giveaways), and TLETS/NLETS.
- 11. District Directors Report.** Mr. Morales stated that the 911 District is getting ready for Telecommunicator's week. We will have a banquet on April 15, 2015 to recognize the dispatchers of Tyler PD, Smith County, DPS, Lindale PD, ETMC/EMS, and Overton PD. Mr. Morales also brought up making packets instead of board books. As of right now, we will continue to make the board books. No motion. No action was taken.
- 12. The meeting was adjourned at 9:50 am.** Mr. Brown motion to accept and Mr. Garmon seconded the motion.