

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
October 22, 2014

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 9:04 AM on October 22, 2014 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
 Bobby Garmon
 Fred Cowden

Staff Present: Bill Morales
 Louie Downey

Guest: Ronald Stutes- Legal Counsel
 Terrence Garmon – City of Tyler

1. **Call to order and introductions.** Mr. Gene Cottle stated that there was a quorum present. Board Member Johnny Brown was not present.
2. **Approval of September 14, 2014 and September 23, 2014 Regular Board Meeting minutes.** Mr. Cottle asked for comments or a motion. Mr. Jerry Shamburger motioned to accept the minutes and Mr. Ron Schaffer seconded the motion. The motion was carried unanimously.
3. **Review of the September 2014 Financials.** Mr. Bill Morales presented the financials for review and discussion. Mr. Morales stated that we are 100 percent of the budget year. Mr. Ron Schaffer made a motion to accept the financials as preliminary pending the audit and Mr. Bobby Garmon seconded the motion. The motion was carried unanimously.
4. **Discuss, consider, and take any necessary action on to authorize District Director to sign a letter of engagement with Acker & Company for audit of District finances for the twelve month budget period of October 1, 2013 through September 30, 2014 as per Government Code Chapter 2454.003.** Mr. Morales presented the letter of engagement for Acker & Company to perform the audit of October 1, 2013 through September 30, 2014 finances. Mr. Jerry Shamburger motioned to accept with an amount not to exceed \$16,000 and Mr. Ron Schaffer seconded the motion. The motion was carried unanimously.

5. **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 presented the preliminary timeline provided by AT&T layout out the tentative schedule for the project with key points highlighted. No discussion. No questions. No action was taken.
6. **Discuss, consider, and take any necessary action to authorize the District Director to purchase a replacement vehicle used for 911 Network testing, PSAP visits/maintenance, public education, and employee travel/training in the amount not to exceed \$15,000 and authorize the District Director to sell, trade, or return 1993 Ford Van.** Mr. Morales reviewed the budgeted amount for the replacement vehicle and the agreement between Smith County and 911 District regarding use and ownership of the 1993 Ford Van. Mr. Jerry Shamburger requested that the vehicle wrap be removed prior to return of the Van. Mr. Bobby Garmon motioned to accept and Mr. Ron Schaffer seconded the motion. The motion was carried unanimously.
7. **Receive September 2014 ticket reports and updates for all SC 9-1-1 District Public Safety Answering Points.** Mr. Morales presented the trouble tickets for November. No discussion. No questions. No action was taken.
8. **Review September 2014 SC911 Database and GIS activities.** Mr. Louie Downey stated that the GIS department is continuing to maintain the database and that the servers and databases were performing well. Work is ongoing to review and utilize ArcGIS development program to access new GIS projects and software before they are released. No discussion. No questions. No action was taken.
9. **Review September 2014 Public Education and Training activities.** Mr. Morales presented the calendar of events. Mr. Morales informed that any specific questions to be asked of Ms. Claudia Caballero at the November 2014 Board meeting. No discussion. No questions. No action was taken.
10. **Executive Session: As allowed by the Texas Open Meetings Law, Chapter 551, Texas Government Code, the Board will convene in a closed session to consider the following:**
 - a. **Section 551.072, Deliberations about Real Property to discuss the purchase, exchange, lease or value of real property.**
11. **Resume Open Meeting.** The executive session started at 9:27 AM and ended at 9:55 AM.
12. **Discuss, consider, and take any necessary action on the purchase, exchange, lease, or value of real property.** Mr. Jerry Shamburger motioned to approve entering into a letter of intent with terms of lease to be negotiated and Mr. Bobby Garmon seconded the motion. The motion was carried unanimously.

13. District Directors Report. Mr. Morales had nothing further to add to the report. No discussion. No questions. No action was taken.

14. The meeting was adjourned at 9:56 am. Mr. Ron Schaffer motion to accept and Mr. Bobby Garmon seconded the motion.