

MINUTES OF
SMITH COUNTY 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
August 13, 2009

The regular session of the Board of Managers meeting was called to order by Chairman Gene Cottle' at 10:08 AM on August 13, 2009 in the Board Room of the District's office at 1001 ESE Loop 323.

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

Staff Present: Bill Morales
Shirley Singletary
Julia Austin
Jan Funderburgh

Guests: Steve Kean- City of Tyler
Doug Forsythe –AT&T public safety
Brian Hawthorne-AT&T

1. **Call to order and introductions.** Mr. Cottle stated that there was a quorum present. Our non-voting member Gary Ferguson was absent.
2. **Approval of July 22, 2009 Board Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mr. Garmon motioned to accept the minutes. Mr. Brown seconded the motion. Motion was carried unanimously.
3. **Review July 2009 Financials.** Ms. Singletary stated the district purchased Jan a new computer and office pro software which totaled \$3,138.00. Total income of \$1,665,660.00 is over our budget projection by 5%. As we are aware land lines are down, we seem to be making this up in wireless and CLEC service fees increases. 9-1-1 system charges expenses has remained well below our projected budget and we are hoping to finalize two projects before the year ends. Total operating expenses of \$1,118,178.00 are under budget estimates 11%. The District remains solid with our cash reserves increasing to position us to upgrade some of our older equipment in our next budget year. Ms. Singletary asked if there were any questions.
4. **Discuss and consider authorizing the 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, 2008, through September 30, 2009 as per Government Code Chapter 2254.003.** Mr. Morales stated it is about that time of the year for Acker & Company to audit our books this year for the cost of \$5,500. Mr.

Shamburger motioned to accept. Mr. Garmon seconded the motion. Motion carried unanimously.

5. **Discuss and consider authorizing a change order in the amount of \$79,850.00 to the AT&T contract, for the installation of a private Wide Area Network (WAN) between the District office and the five Public Safety Answering Points (PSAP).** Mr. Morales stated back in April we approved a contract from AT&T for an installation of a Wide Area Network which will connect us, here at the District to each of our PSAP's. That way we can pull call volume reports, and monitor PSAP's from the office. The original cost of it was about \$37,000. During a conference call with AT&T representatives they informed the District of an oversight on their part related to the original quote. The issue was with the enterprise licensing and enterprise server. After the change order was completed the new price was \$79,850.00 more than the original quote. Mr. Forsythe discussed why the change order was required. Mr. Shamburger motioned to accept. Mr. Shaffer seconded the motion. Motion carried with Mr. Cottle abstaining.
6. **Discuss and consider ratifying letter signed by District Director in support of the Next Generation 9-1-1 Planning Initiative led by East Texas Council of Governments.** Mr. Morales reported that the East Texas Council of Governments (ETCOG) has engaged the consulting firm of Kimball and Associates to plan the transition to NG911. Carolyn Flores has extended an invitation for some of the ECD's within the ETCOG boundaries to participate in the first two phases of this project free of charge. This includes the survey of existing PSAP conditions and the development of the RFP requirements to become NG 911 compliant. Mr. Morales recommended the approval of this letter and expressed his appreciation of the ETCOG extending this opportunity to the district. Mr. Garmon motioned to accept. Mr. Brown seconded the motion. Motion carried unanimously.
7. **Receive monthly report for all Smith County 9-1-1 District Public Safety Answering Points.** Mr. Morales reviewed and went over trouble tickets for the month and stated nothing major happened. The minor events that did happen were resolved. Mr. Morales asked if there were any questions.
8. **Review July 2009 database activities including Addressing, MSAG, and Plat reports.** Ms. Funderburgh reviewed her report stating that in the month of July there were 41 new addresses, 38 MSAGS, and 14 Plats. Ms. Funderburgh stated that the land line count has been going down consistently as well as the residential-business land line count. Ms. Funderburgh asked if there were any questions.

The meeting was adjourned at 11:03 AM

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