

MINUTES OF
SMITH COUNTY 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
February 25, 2010

The regular session of the Board of Managers meeting was called to order by Vice Chairman Jerry Shamburger' at 10:05 AM on February 25, 2010 in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

Board Members Present: Jerry Shamburger
Johnny Brown
Ron Shaffer
Gary Ferguson

Staff Present: Bill Morales
Jan Funderburgh
Julia Austin
Shirley Singletary
Summer Gilcrease

Guests: Debbie Gee- AT&T

1. **Call to order and introductions.** Mr. Shamburger stated that there was a quorum present and Mr. Cottle and Mr. Garmon were absent.
2. **Approval of January 17, 2010 Board Meeting Minutes.** Mr. Shamburger asked for comments or a motion. Mr. Brown motioned to accept the minutes. Mr. Shaffer seconded the motion. Motion was carried unanimously.
3. **Review January 2010 Financials.** Ms. Singletary stated the district purchased three laptops and one 24" flat panel monitor. Income of \$645,540.86 for the 4 months is consistent with our budget projections. All system charges still remain at only 9.54% of our budget. Equipment upgrades are still pending, we hope to get started in Lindale the 1st week of March. Total operating expenses of \$416,087.77 are 20.74% of our budget. Ms. Singletary asked if there were any questions.
4. **Receive update on 9-1-1 District Depository Contract with Southside Bank.** Mr. Morales stated that while reviewing the Depository Contact we just voted to renew for 2 years we understood it to be a guaranteed 2% interest rate on our account.. Once we started looking at the account analysis report we noticed that anytime the bank was earning less than 2% interest on our money, they were actually charging back the difference between the 2% they were paying us and the interest they were earning on our money. The districted actually netted more like .05% on our money instead of the guaranteed 2%. Southside Bank has been notified of the error and will be reporting their findings back to us. Mr. Morales stated he will report the final findings once the issue is resolved.

5. **Discuss and consider changing the monthly Board of Directors meeting from the 3rd Thursday of each month to a date and time that accommodates volunteer board members business and work schedule.** Mr. Morales stated there has been some discussion to move the board meeting from the 3rd Thursday of each month due to Johnny Brown now having a staff meeting Thursday mornings. Mr. Shamburger made to motion to change the board meetings to the 3rd Wednesday of each month. Mr. Shaffer motioned to accept. Mr. Brown seconded the motion. Motion carried unanimously.
6. **Discuss and consider adopting the U.S. General Services Administration (GSA) domestic per diem rates for meals and incidentals (M&IE) for district travel.** Mr. Morales recommended that the districts go back to utilizing the GSA rates for meals and incidentals while on district travel. Mr. Brown made a motion to accept. Mr. Shaffer seconded the motion. Motion carried unanimously.
7. **Receive update on 9-1-1 equipment upgrades/installs at Smith County EOC and Lindale Police Department.** Mr. Morales stated that Lindale should cut-over to their equipment no later than April 15, 2010 or earlier if the building is completed. SCEOC should be installed no later than April 27th or 28th. Mr. Shamburger requested that after all the equipment is installed to have a scheduled tour date for all the board members to see the new equipment. Mr. Morales asked if there were any questions.
8. **Receive update on GIS Consortium project.** Mr. Morales stated that the agenda from the last GIS meeting was there for review. Mr. Morales asked if there were any questions.
9. **Receive January 2010 trouble ticket reports for all Smith County 9-1-1 District Public Safety Answering Points.** Mr. Morales stated that nothing major happened in the month of January on the trouble ticket reports. Mr. Morales asked if there were any questions.
10. **Review January 2010 database activities including Addressing, MSAG, and Plat reports.** Ms. Funderburgh reviewed her report stating that in the month of January there were 33 new addresses, 17 MSAGS, and 19 Plats. Ms. Funderburgh also reviewed call volume reports. Ms. Funderburgh asked if there were any questions.
11. **Review January 2010 Public Education Training.** Ms. Austin stated she has now started to get things ready for Telecommunicator's Week which is April 11-17. Also has scheduled TTY Training with Melissa Bell for all the dispatchers in April and May. Ms. Austin also stated The Public Educators of Texas meeting gave great ideas for how to reach out and educator older kids about 9-1-1. Ms. Austin asked if there were any questions.

The meeting was adjourned at 11:05 AM

Jerry Shamburger- Vice Chairman of the Board of Managers
Smith County 9-1-1 Communications District