

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
January 18, 2012

The regular meeting of the Board of Managers meeting was called to order by Chairman Gene Cottle at 10:04 AM on January 28, 2012 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
Gary Ferguson

Staff Present: Bill Morales
Jan Funderburgh
Claudia Caballero
Summer Gilcrease

Guests: Sharon Roberts-Legal Council
Steve Keane-City of Tyler
Ronnie Pilcher

1. **Call to order and introductions.** Mr. Cottle stated that there was a quorum present. Ron Shafer and Johnny Brown were absent.
2. **Approval of December 22 2011 Board Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mr. Bobby Garmon motioned to accept the minutes Mr. Shamburger seconded the motion. Motion was carried unanimously.
3. **Review December 2011 Financials.** Mr. Morales presented the financials for review and discussion.
4. **Discuss and consider appointing a committee to explore purchasing of land or building for future SC911 District Offices.** Mr. Morales reported that with 2 years left on the existing Woodgate Office lease, it is time to explore the districts options with regard to building, purchasing, or continuing to lease office space. It was recommended that a committee be established to assist Mr. Morales with this item. It was suggested that the committee be Mr. Cottle, Mr. Shamburger and Mr. Morales. Mr. Garmon motioned to accept the recommendation as stated. Mr. Shamburger seconded. The motion was carried unanimously.

5. **Discuss and consider authorizing the District Director to restructure the approved Financial Coordinator Position into a 911 addressing/Administrative Coordinator Position with no fiscal impact to the approved FY 2011-2012 Budget.** Mr. Morales reviewed the position description and stated that the position would be posted upon approval of the board. Mr. Garmon motioned to accept and Mr. Shamburger seconded the motion. Motion was carried unanimously.
6. **Discuss and consider authorizing the Board of Managers and District Staff to sign and submit updated signature cards to Southside Bank as part of the 2012 Depository Contract.** Mr. Morales reported that as part of the new Bank Depository contract that begins in February 2012, new signature cards would have to be submitted to the bank. The only changes will be the removal of Shirley Singletary and the addition of Jan Funderburgh. Mr. Garmon motioned to accept the recommendation as stated. Mr. Shamburger seconded the motion. Motion was carried unanimously.
7. **Receive December 2011 trouble ticket reports for all Smith County 9-1-1 District Public Safety Answering Points.** Mr. Morales reported that the December trouble ticket report were included in the meeting packet for the boards review. There was no significant system problems reported besides Whitehouse having some issues transferring to EMS. There was no action required on this item.
8. **Review December 2011 activities including Addressing, MSAG, and Plat reports.** Ms Funderburgh reviewed the report for the month.
9. **Review December 2011 Public Education and Training Activities.** Ms. Caballero what activities, trainings and meeting she attended.
10. **The meeting was adjourned at 10:47 AM.**

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