

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
September 20, 2017

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:13 AM on September 20, 2017 in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

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

Staff Present:                      Bill Morales  
   Jan Funderburgh  
   Catarina Ridgeway  
   Victoria Davis

Guest:                                Don Bell- Smith County  
   Bobby Hughes- Smith County- IT  
   Steven Hickey- Smith County  
   Joy Perryman- Smith County  
   Dan Allee- City of Tyler  
   Amanda Cook- Tyler PD  
   Michael Smith- ETMC/EMS

- 1. Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present. Voting member Ron Shaffer was not present.
- 2. Approval of August 03, 2017 Board Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mr. Jerry Shamburger made a motion to accept the minutes and Mr. Bobby Garmon seconded the motion. The motion was carried unanimously.
- 3. Review and Approval of August 2017 Financials.** Mr. Bill Morales presented the financials for review and discussion. Mr. Morales stated for the month of August we are at 91 percent of the budget year. The expenses are at 92 percent and the income is at 95 percent of the budgeted year. Mr. Johnny Brown made a motion to accept the financials and Mr. Garmon seconded the motion. The motion was carried unanimously.
- 4. Review Trouble Ticket reports for all SC911 District Public Safety Answering Points.** Mr. Morales presented the trouble tickets for July and August. He did not have any major issues to report.
- 5. Review SC911 Database and GIS activities.** Ms. Jan Funderburgh stated that everything is going great. She does not have anything new to report.

**6. Review August 2017 Public Education and Training Activities.** Ms. Diaz was not present. She will present the Public Education and Training Activities for the month of July, August, and September at the October board meeting.

**7. Discuss, consider, and take any necessary action on the final adoption of the Smith County 9-1-1 Communications District Fiscal Year 2017-2018 Proposed Operating Budget as approved by the majority of the 11 Participating Municipalities and Smith County Commissioners Court.** Mr. Morales stated that we received approvals by 9 cities and by the Smith County Commissioners Court. Mr. Morales presented the budget totals for the FY 2017-2018. Along with his presentation, he showed videos of the Smith County Commissioners Court approval meeting and the City of Tyler approval meeting. Mr. Garmon made a motion to approve the budget for the FY 2017-2018 for the Smith County 911 District and Mr. Shamburger seconded the motion. The motion was carried unanimously.

**8. Discuss, consider, and take any necessary action to approve continued participation in TML Multi-State Intergovernmental Employee Benefits Pool for Health, Dental, Life, and Disability for the 2017-2018 Plan Year.** The Smith County 911 District Health rate has increased by 4.9 percent. Mr. Shamburger motion to approve the increase and Mr. Brown seconded the motion. The motion was carried unanimously.

**9. Discuss, consider, and take any necessary action to approve continued participation in Texas County District Retirement System (TCDRS) for the 2017-2018 Plan Year and authorize the District Director to make a onetime payment of up to \$10,000 to establish a Funded Ratio of 100%.** Mr. Morales stated that the COLA increase and an unsuccessful year in the market, cost the SC 911 District to become underfunded at 99.6%. To prevent a rate increase and to become over funded, he is asking for a onetime payment of \$10,000. Mr. Shamburger made a motion to accept and Mr. Garmon seconded. The motion was carried unanimously.

**10. Discuss, consider, and take any necessary action to authorize the District Director, on behalf of the GIS Consortium, to issue a purchase order to Surdex in the amount of \$97,041.08 for the acquisition and production of high resolution Orthoimagery as part of the StratMap project.** Mr. Morales presented the aerial photography and the company we chose to go with is Surdex. Mr. Shamburger made a motion to approve and Mr. Brown seconded the motion. The motion was carried unanimously.

**11. Discuss, consider, and take any necessary action to approve the consolidation of the PSAP Training Coordinator and the Public Education position effective FY 2017-2018.** Mr. Morales stated the he separated the PSAP Training Coordinator and the Public Education position. He stated that it did not go how he had planned. He is now asking to combine both position into one. Mr. Garmon made a motion to consolidate both positions and Mr. Brown seconded the motion. The motion was carried unanimously.

**12. Receive update, consider, and take any necessary action to authorize the District Director and District Legal Counsel to review the existing Public Safety Answering Point (PSAP) Interlocal Funding Agreement as it relates to the change in ownership, operation, and funding of the ETMC-EMS.** Mr. Morales stated that he still is unsure of the process being made. He will keep it on the

agenda until he finds out more on the situation.

**13. Discuss, consider, and take any necessary action to authorize the District Director to approve a new Request for Public Safety Answering Point (PSAP) Project Participation Funds from The Smith County Commissioners Court in the amount not to exceed \$54,081.60 towards the participation in software and communications replacement/upgrade to enhance the delivery of 911 services to the citizens within Smith County.** Mr. Morales stated that Smith County is requesting funds from the SC 911 District. It is for software that will help law enforcement and dispatch use. Mr. Garmon made a motion to fund the project for \$54,081.60 and Mr. Brown seconded the motion. The motion was unanimously.

**14. District Directors report.** Mr. Morales stated he did not have anything new to report.

**15. EXECUTIVE SESSION: As allowed by the Texas Open Meeting Law, Chapter 551, Texas Government Code, the Board will convene in a closed session to consider the following:**

- a. **Section 551.074 (1), "Personnel Matters"— "to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employ**

**16. Resume open meeting.** The meeting resumed at 11:49 am.

**17. Discuss and consider annual performance evaluation and compensation of District Director effective with budget year 2017-2018.** The board of managers recommended giving Mr. Morales a 2.9% and that brings him to a total of \$113,679.80. Mr. Brown made a motion to accept and Mr. Garmon seconded the motion. The motion was carried unanimously.

**18. The meeting was adjourned at 11:00 am.** Mr. Garmon made a motion to accept and Mr. Brown seconded the motion.