

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
October 17, 2018

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:01 AM on October 17, 2018, in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

Board Members Present:           Gene Cottle  
  Jerry Shamburger  
  Johnny Brown  
  Ron Shaffer (Present at 10:07 am during #8)  
  Fred Cowan  
  Bobby Gorman

Staff Present:                       Bill Morales  
  Jan Funderburgh  
  Catarina Ridgeway  
  Louie Downey  
  Victoria Davis  
  Danna Hudson

Guest:                                 Mark Willard- UT Health East Texas EMS  
  Ron Stutes- Attorney  
  Lynn Acker- Acker & Company

- 1. Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present, voting member Ron Shaffer is late arriving at 10:07 am (during #8).
- 2. Approval of Board October 17th, 2018 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, with correction of Bonny to Bobby under paragraph 6. The motion was carried unanimously.
- 3. Review and Approval of October 2018 Financials.** Mr. Bill Morales presented the financials for review and discussion. Mr. Morales stated for the month of October, we are at 100 percent of the budgeted year. The expenses are at 73 percent and the income is at 101 percent of the budgeted year. Mr. Bobby Garmon made a motion to approve the financials and Mr. Ron Schaffer 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 September. He did not have any major issues to report.
- 5. Review SC911 Database and GIS activities.** Ms. Jan Funderburgh stated things were going well.
- 6. Receive update on nominations for 2 SC911 Board of Directors nominations/appointments set to expire on December 31, 2018.** Gene Cottle and Jerry Shamburger up for re-nomination, currently received four nominations for Gene Cottle to include Mineola, Troup, Noonday & Lindale.

7. **Discuss, consider, and take any necessary action on Resolution 18-001, 2019 Official Holiday schedule for SC911 District.** Mr. Jerry Shamburger made a motion to approve the 2019 Holiday Schedule, Mr. Jonny Brown seconded the motion, the motion was carried unanimously.
8. **Discuss, consider, and take any necessary action regarding presentation from Acker & Company for District Audit period ending September 30, 2017 as per Government Code Chapter 2254.003.** Lynn Acker with Acker & Company presented the September 30, 2016 audit. Mr. Jerry Shamburger made a motion to approve the audit, Johnny Brown seconded motion, the motion was carried unanimously.
9. **Discuss, consider, and take any necessary action authorizing the District Director to release a Request for Qualifications (RFQ) for the selection of an architectural firm for design, renovation and construction of the SC911 Administration Building.** Mr. Morales stated that RFQ's were being prepared to send out, and place in the newspaper. Mr. Morales stated that a committee would be formed to vote on architectural firm selection. Mr. Morales stated that the budget would be one million dollars. Bobby Garmon made a motion to approve the authorization to Release a Request for Qualifications for the selection of an architectural firm for design, renovation and construction of the SC911 Administration building, Johnny Brown second the motion, the motion was carried unanimously.
10. **EXECUTIVE SESSION: As allowed by Texas Open Meeting Law, Subchapter D Chapter 551, Texas Government Code, the Board will convene in a closed session to consider the following;**
  - a. **Section 551.072 Deliberation about Real Property to discuss the purchase, exchange, lease or value of real property.**
  - b. **Section 551.074 (1), "Personnel Matters"— "to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.**
11. **Resume Open Meeting at 11:04 am.**
12. **Discuss and consider annual performance evaluation and compensation of District Director effective with budget year 2018-2019.** Mr. Johnny Brown made a motion to approve the 2% Increase to salary of \$116,000, Bobby Garmon seconded motion, the motion was carried unanimously.
13. **Discuss, consider and take any action on the purchase, exchange, lease or value of real property.** No action taken.
14. **District Directors Report.** Nothing to report.
15. Mr. Bobby Garmon made a motion to adjourn and Mr. Ron Shaffer seconded the motion at 11:06 am.