

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
January 16, 2019

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:08 AM on January 16, 2019, 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

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

Guest: Ron Stutes- Attorney
 Steve Fitzpatrick -Fitzpatrick Architects
 Mark Willard, UTHET EMS
 Ivan Leon, UTHET EMS

- 1. Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present, voting member Ron Schaffer and Bobby Garmon were not present and non-voting member Fred Cowan was not present.
- 2. Approval of December 12, 2018 Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mr. Jerry Shamburger made a motion to accept the minutes and Mr. Johnny Brown seconded the motion. The motion was carried unanimously.
- 3. Discuss, consider, and take any necessary action on the appointment or re-appointment of a Chairman, Vice-Chairman, and Secretary for the Smith County 911 Communications District Board of Managers for the 2019 Calendar year.** Mr. Morales stated that everyone on the board has been reappointed for the 2019 calendar year. Mr. Johnny Brown made motion to leave officers Mr. Gene Cottle as chairman, Mr. Jerry Shamburger as Vice-Chairman, and Mr. Ron Schaffer as secretary. The motion was seconded by Mr. Jerry Shamburger. The motion was carried unanimously.
- 4. Review and Approval of December 2018 Financials.** Mr. Morales presented the financials for review and discussion. Mr. Morales stated for the month of December we are at 25 percent of the budgeted year. The expenses are at 22 percent and the income is at 23 percent of the budgeted year. Mr. Johnny Brown made a motion to approve the financials and Mr. Jerry Shamburger seconded the motion. The motion was carried unanimously.
- 5. Review Trouble Ticket reports for all SC911 District Public Safety Answering Points.** Mr. Morales presented the trouble tickets for December. He did not have any major issues to report.
- 6. Receive update on approved and pending PSAP Participation Funding Request.** Mr. Morales stated that Administrative PSAP Request will be included in monthly agenda updates as well as larger funding request. Mr.

Morales stated that invoices for contributions for Lindale and Overton were received. Mr. Morales stated that Bobby Gorman's Constables office has requested funding for additional radios. Mr. Ron Stutes stated that such request must be presented to board with PSAP Participation request as Bobby Gorman is active on the board.

7. Review SC911 Database and GIS activities. Ms. Jan Funderburgh stated things were going well. Circuits are up and a router is being ordered, still working with CLEC to get transition to data master in order.

8. Receive update, discuss, consider, and take any necessary action authorizing the District Director to enter into contract with Fitzpatrick Architects for architectural services related to the design, renovation, and construction of the SC911 District Administration Building. Mr. Steve Fitzpatrick from Fitzpatrick Architects was present to answer any questions regarding the contract for Architectural services. Mr. Jerry Shamburger inquired about state law requiring a performance bond as mandatory, Mr. Gene Cottle recommended a motion to approve the authorization for architectural services pending the review of the state requirements for performance bond by the Smith County 911 District attorney, Ron Stutes. Jerry Shamburger made a motion to approve pending review of state requirements, Mr. Johnny Brown seconded the motion. The motion was carried unanimously.

9. Receive update on SC 911 District Vesta Upgrade and migration to SMS Text to 911 project. Mr. Morales stated that the project is winding down and has been a significant upgrade taking TTY to SMS. T Mobile is waiting on a test date. Ms. Jan Funderburgh stated that Louie will be testing with West next week. Mr. Morales stated that once testing is completed and successful TTY will shut off.

10. District Directors Report. Mr. Bill Morales had nothing to report.

11. Mr. Gene Cottle made a motion to adjourn and Mr. Jerry Shamburger seconded the motion at 10:48 am.