

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
June 27, 2019

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:02 AM on June 27, 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
 Bobby Gorman
 Ron Shaffer

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

Guest: Ron Stutes- Attorney

- 1. Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present, non-voting member Fred Cowan was not present.
- 2. Approval of May 21, 2019 Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mr. Johnny Brown made a motion to accept the minutes and Mr. Bobby Gorman seconded the motion. The motion was carried unanimously.
- 3. Review and Approval of May 2019 Financials.** Mr. Morales presented the financials for review and discussion. Mr. Morales stated for the month of May we are at 75 percent of the budgeted year. The expenses are at 50 percent and the income is at 67 percent of the budgeted year. Mr. Bobby Gorman made a motion to approve the financials and Mr. Johnny Brown 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 May, Mr. Morales stated there were no major issues to report. Mr. Morales stated that he would include a disclosure statement of no outages/missed calls on future trouble ticket reports. Mr. Jerry Shamburger made a motion to approve the trouble ticket report and Mr. Bobby Gorman seconded the motion. The motion was carried unanimously.
- 5. Review SC911 Database and GIS activities.** Ms. Jan Funderburgh stated things were going well, stated that cutover to data bond very smooth, a few hiccups that were quickly identified and resolved. Ms. Funderburgh thanked all staff for their support in preparation of cutover.
- 6. Discuss, consider, and take any necessary action to authorize the District Director, on behalf of the GIS Consortium, to submit a Scope of Work for Acquisition and Production of high resolution Orthoimagery to the**

Strat Map/DIR Vendor pool on July 1, 2019. Mr. Morales stated that John White from SCAD will take lead on overseeing Ariel photography from state approved list. Map and timeline included for review of Orthoimagery Acquisition. Mr. Jerry Shamburger made a motion to approve the submittal for Scope of Work for Acquisition and production of high resolution Orthoimagery to the Strat Map/DIR Vendor pool, and Mr. Ron Schaffer seconded the motion. The motion was carried unanimously.

7. Discuss, consider, and take any necessary action on an amendment to the 2016 SC 911 District Personnel Policy, Section VII. Employee Benefits, Subsection C. PTO Leave. This amendment will clarify accrual computations to ensure that full-time employee's accruals do not exceed maximum days per year based on their time of service. Mr. Morales stated that PTO accrual for employees under forty hours has been miscalculated. Mr. Morales presented corrected policy change as revised by Mr. Ron Stutes. Mr. Bobby Gorman made a motion to approve the recommended policy change to PTO Leave and Mr. Ron Schaffer seconded the motion. The motion was carried unanimously.

8. Discuss, consider, and take any necessary action on the Smith County 9-1-1 Communications District Fiscal Year 2019-2020 Proposed Operating Budget and authorize the District Director to submit the draft budget to Smith County Commissioners Court and the 11 Participating Municipalities for review, comment, and approval prior to final adoption by the SC911 District Board of Managers. Mr. Morales presented the Smith County 9-1-1 Communications District Fiscal Year 2019-2020 Proposed Operating Budget. Mr. Jerry Shamburger made a motion to approve and Mr. Bobby Gorman seconded to submit the draft budget to the Smith County Commissioners Court and the 11 Participating Municipalities for review, comment, and approval prior to final adoption by the SC911 District Board of Managers. The motion was carried unanimously.

9. Discuss, consider, and authorize the District Director to issue payment for services to date related to the design, renovation, and construction of the SC911 District Administration Building, to Fitzpatrick Architects. Mr. Morales stated no invoices were received this month, in next month's meeting designs will be refined and presented for review to the board.

10. District Directors Report. Mr. Morales reminded board members of upcoming conference APCO August 11-15, 2019. Mr. Morales stated that Mr. Ron Stutes would prepare the paperwork for the generator buyout with ECTOG.

11. Mr. Bobby Garmon made a motion to adjourn and Mr. Johnny Brown seconded the motion at 11:44 am.