

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
July 23, 2019

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:00 AM on July 23, 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  
  Mark Willard- UT Health East Texas EMS  
  Ivan Leon- UT Health East Texas EMS  
  Jamie Huff- Smith County Alzheimer's

1. **Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present.
2. **Approval of June 27, 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 June 2019 Financials.** Mr. Morales presented the financials for review and discussion. Mr. Morales stated for the month of June we are at 75 percent of the budgeted year. The expenses are at 54 percent and the income is at 75 percent of the budgeted year. Mr. Ron Schaffer 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.
5. **Review SC911 Database and GIS activities.** Ms. Jan Funderburgh stated things were going well, stated that RFP's were mailed out and must be returned by August 2. Ms. Funderburgh stated that meetings will be held August 8<sup>th</sup> and 9<sup>th</sup> to review RFPS.
6. **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 presented July invoice for services to date from Fitzpatrick Architects for \$17,450. Mr. Jerry Shamburger made a motion to authorize the District Director to issue payment and Mr. Johnny Brown seconded the motion. The motion was carried unanimously.

**7. Receive update, consider, and take any necessary action from the District Director, on behalf of the GIS Consortium, regarding the Scope of Work for Acquisition and Production of high resolution Orthoimagery to the Strat Map/DIR Vendor pool which was released on July 1, 2019.** Mr. Morales stated RFP's were mailed out and must be returned by August 2. Ms. Funderburgh stated that meetings will be held August 8<sup>th</sup> and 9<sup>th</sup> to review RFPS.

**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 stated that budget has been approved in Bullard, Lindale and Troup.

**9. Discuss, consider, and take any necessary action to authorize the District Director to partner with the Alzheimer's Alliance of Smith County in the amount of \$6,000 to assist in providing Project Lifesaver equipment (receivers) grants to police agencies within the SC911 District service area.** Ms. Jamie Huff from the Smith County Alzheimer's alliance presented life saver project with a request for \$6000. Mr. Bobby Garmon made a motion to authorize the District Director to assist in the Alzheimer's Alliance in providing grants to police agencies with the Mr. Jerry Shamburger seconded the motion. The motion was carried unanimously.

**10. Discuss, consider, and take any necessary action to authorize the District Director to enter into a contract to sell and assignment of contracts with East Texas Council of Governments for the Backup Generator located at the SC 911 District Offices (1001 ESE Loop 323 Suite 410, Tyler X 75701) in the amount of \$53,000.** Mr. Jerry Shamburger made a motion to authorize the District Director to enter into a contract to sell and assignment of contracts with ETCOG for 53,000. Mr. Johnny Brown seconded the motion. The motion was carried unanimously.

**11. Discuss, consider, and take any necessary action to authorize the District Director to approve, as per the PSAP Participation Funding Guidelines, a new Request for Public Safety Answering Point (PSAP) Project Participation Funds from Tyler Junior College Police Department in the amount not to exceed \$24,000 for the purchase of a new Police/Dispatch voice/radio traffic recorder to enhance the delivery of 911 services to the students on campus.** There was no discussion regarding this item.

**12. District Directors Report.** Mr. Morales stated there was nothing further to report.

**13.** Mr. Bobby Garmon made a motion to adjourn and Mr. Johnny Brown seconded the motion at 11:32 am.