

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
September 25, 2019

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:01 AM on September 25, 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  
  Ron Shaffer  
  Bobby Garmon  
  Fred Cowan

Staff Present:                       Bill Morales  
  Louie Downey  
  Danna Hudson

Guest:                                Ron Stutes- Attorney  
  Mark Willard- UT Health EMS  
  Don Bell- Smith County  
  Ivan Leon- UT Health EMS

- 1. Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present, non- voting member Jan Funderburgh was not present.
- 2. Public Comment.** There was no Public Comment made.
- 3. Approval of August 21, 2019 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.
- 4. Review and Approval of August 2019 Financials.** Mr. Morales presented the financials for review and discussion. Mr. Morales stated for the month of June we are at 92 percent of the budgeted year. The expenses are at 65 percent and the income is at 89 percent of the budgeted year. Mr. Johnny Brown made a motion to approve the financials and Mr. Bobby Garmon 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 August, Mr. Morales stated there were no major issues to report.
- 6. Review SC911 Database and GIS activities.** Ms. Jan Funderburgh was not present. Mr. Morales spoke on her behalf and stated that things were going well.

**7. Receive presentation, discuss, consider, and take any necessary action regarding SC 911 Network administrative office building project from Fitzpatrick Architects.** Mr. Morales stated the bidding will close on Monday October 1<sup>st</sup>. Mr. Morales stated a Pre- Bid meeting will be held on September 30, 2019 at 10:00 am, for all who would like to attend. The Pre- Bid meeting will be posted as the board is scheduling to attend.

**8. Receive update, discuss, consider, and take any necessary action regarding 2019-2020 GIS Consortium Orthoimagery project with Surdex Corporation.** Mr. Morales stated that a project kick-off meeting will be scheduled for mid-October. Mr. Morales had nothing else to report. A schedule was outlined and provided for important dates pertaining to the Orthoimagery project.

**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 presented August invoice for services to date from Fitzpatrick Architects for \$4200. 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.

**10. Discuss, consider, and take any necessary action to review, amend, and approve continued participation in TML Multi-State Intergovernmental Employee Benefits Pool for Health, Dental, Life, Disability for the 2019/20 Plan Year.** Mr. Morales stated that the employee group medical would increase approximately 9 percent. Mr. Morales stated that the dental, life, and vision would remain the same, Mr. Morales recommended approval. Mr. Johnny Brown made a motion to authorize approval to continue participation in TML Multi-State Intergovernmental Employee Benefits Pool for Health, Dental, Life, Disability for the 2019/20 Plan Year, Mr. Jerry Shamburger 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 The City of Troup Police Department in the amount not to exceed \$17,599.79 for the purchase of a purchase five (5) Dell Toughbook 256 GB laptop computers and one(1) Panasonic Toughpad 256 GB tablet. These devices will be used in Troup Police Department patrol vehicles for entering reports, communication with Smith County Dispatch through Spillman, and general case investigation to enhance the delivery of 911 services to the citizens of Troup and Smith County.** Mr. Gene Cottle abstains from voting. Mr. Shamburger, Vice President approved funding for PSAP funds to the City of Troup Police Department in the amount not to exceed \$17599.79, Mr. Bobby Garmon second the motion. The motion was carried unanimously.

**12. 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 by ten of the eleven municipalities apart from Chapel Hill. Mr. Morales stated he recommended approval of the budget, Mr. Garmon approved the 2019-2020 Proposed Operating Budget, Mr. Johnny Brown second the motion. The motion was carried unanimously.

**13. District Directors Report.** Mr. Morales had nothing new to report.

**14. 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 551.074 (1), "Personnel Matters"— "to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee**

15. **Resume Open Meeting:** 10:50 am

16. **Discuss and consider annual performance evaluation and compensation of District Director effective for budget year 2019/2020.** Mr. Jerry Shamburger made a motion to approve annual compensation of District Director to \$120,640. Mr. Bobby Garmon seconded the motion. The motion was carried unanimously.

17. Mr. Johnny Brown made a motion to adjourn and Mr. Ron Schaffer seconded the motion at 10:52 am.