

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
December 12<sup>th</sup>, 2019

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:36 AM on December 12<sup>th</sup>, 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  
  Jan Funderburgh

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

1. **Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present.
2. **Public Comment.** There was no Public Comment made.
3. **Approval of November 20<sup>th</sup>, 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 September 2019 Financials.** Mr. Morales presented the financials for review and discussion. Mr. Morales stated for the month of November we are at 16 percent of the budgeted year. The expenses are at 17 percent and the income is at 7 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 November, Mr. Morales stated there were no major issues to report.
6. **Review SC911 Database and GIS activities.** Ms. Jan Funderburgh stated things were going well. Ms. Funderburgh stated that the aerial photography was completed on November 19<sup>th</sup>.

**7. Discuss, consider, and take any necessary action on the nomination or re-nomination of two members of the Smith County 911 Communications District Board of Managers for the 2020 Calendar year.** Mr. Morales stated that nominations for board members were received and board members and positions will remain the same approved by the board. Mr. Bobby Garmon made a motion to accept the nominations. Mr. Johnny Brown seconded the motion. The Motion was carried unanimously.

**8. Discuss, consider, and take any necessary action on Resolution 19-005, 2020 Official Holiday schedule for SC911 District.** Mr. Morales stated that schedule matches County apart from Administrative Day. Mr. Jerry Shamburger made a motion to accept the 2020 Official Holiday Schedule for SC 911 District, and Mr. Bobby Garmon Second the motion. The Motion was carried unanimously.

**9. Receive update from District Director, discuss, and take any necessary action regarding construction of SC 911 Network administrative office building project.** Mr. Morales stated that a monthly meeting is taking place and the contractor is giving progress report. Mr. Morales stated that the building permit was received on November 11<sup>th</sup>, 2019 and that everything looked good. Mr. Morales stated next meeting will be held the second week of January, and that the generator will be at the northwest back of building.

**10. 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 \$1923.11. Mr. Bobby Garmon made a motion to authorize the District Director to issue payment and Mr. Johnny Brown seconded the motion. The motion was carried unanimously.

**11. District Directors Report.** Mr. Morales stated that AT&T will be in contact with us about pricing of PSAP equipment. Mr. Morales stated that staff member Victoria Davis is expecting and due in June. Mr. Morales reminded everyone of Christmas lunch following meeting at Jack Ryan's in downtown Tyler.

**12.** Mr. Bobby Garmon made a motion to adjourn and Mr. Johnny Brown seconded the motion at 10:59 am.