

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
April 15th, 2020

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:00 AM on April 15th, 2020, Due to COVID 19, this meeting will be held VIA Teleconference.

Board Members Present: Gene Cottle
 Johnny Brown
 Jerry Shamburger
 Bobby Garmon
 Johnny Brown
 Fred Cowan

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

Guest: Ron Stutes- Attorney
 Michael Seal- Tyler Junior College PD
 Mark Willard- UT Health EMS

1. **Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present. Voting member Mr. Ron Shaffer was not present, Non-voting member Fred Cowan was not present.

2. **Public Comment.** There was no Public Comment made.

3. **Receive update from District Director, discuss, and take any necessary action regarding the impact of COVID-19 on the SC 911 Operations.** Mr. Bill Morales stated that due to COVID-19 staff is carrying on operations from home. Mr. Morales stated that as calls come in, they are responded to within in one to two hours. Mr. Morales stated that Catarina Ridgeway is handling finance and payroll responsibilities. Catarina Ridgeway stated that on average she receives five phone calls a day. Mr. Morales stated that emails were sent to the EOC of City of Tyler and Smith County Sheriff's department to offer assistance with equipment needs, which is a combined EOC. Mr. Morales stated that we donated \$500 dollars for the cost of a printer. Mr. Morales stated that we will be watching for long term effects due to the decline in 911 sur charges, and billing cycle is usually 2- months behind. Mr. Morales stated that our income coming from the surcharges wireless, business, and landlines is likely to decline as business close and phones are cut off. Mr. Morales stated that there is currently no shut off rule, however in two to three months this could change sue to bills not be paid. Mr. Morales stated that if a person does pay bill that surcharge is not collected to remitted, we will be able to get reports on non-collected revenue. Mr. Morales stated that our primary income is sur charges and with people not working business shut down which directly effects SC911 district.

4. **Receive update from District Director, discuss, and take any necessary action regarding construction of**

SC 911 Network administrative office building project. Mr. Bill Morales stated that all metal interior framing onsite. Mr. Morales stated that there have been no delays on construction regarding COVID-19.

5. 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 March invoice for services to date from Fitzpatrick Architects for \$1923.12. 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.

1. Discuss, consider, and ratify the approval and issuance of payments authorized by the Building Construction Committee for services to date related to renovation and construction of the SC911 District Administration Building, to Kea General Contractors.

Mr. Morales presented March invoice for services to date from Kea General Contractors for \$120,919.37. Mr. Bobby Garmon made a motion to ratify the approval of payment for \$120,919.37, and Mr. Jerry Shamburger seconded the motion. The motion was carried unanimously.

2. Mr. Bobby Garmon made a motion to adjourn and Mr. Johnny Brown seconded the motion at 10:21 am.