

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
May 20th, 2020

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:04 AM on May 20th, 2020, Due to COVID 19, this meeting will be held VIA Teleconference.

Board Members Present: Gene Cottle (in person)
 Johnny Brown (via conference call)
 Jerry Shamburger (via conference call)
 Bobby Garmon (via conference call)

Staff Present: Bill Morales (in person)
 Louie Downey (via conference call)
 Jan Funderburgh (via conference call)
 Victoria Davis (via conference call)
 Danna Hudson (in person)

Guest: Ron Stutes- Attorney (via conference call)
 Michael Seal- Tyler Junior College PD (via conference call)
 Mark Willard- UT Health EMS (via conference call)
 Amanda Cook- Tyler Police Department (via conference call)
 Billy Yates-Tyler Police Department (via conference call)

1. Call to order and introduction. Mr. Gene Cottle requested that everyone state their name present as called upon a roll call. Mr. Gene Cottle requested that a quorum was present with Board members Gene Cottle, Johnny Brown, Jerry Shamburger and Bobby Garmon present. Voting member Mr. Ron Shaffer was not present, Non-voting member Fred Cowden was not present. Mr. Cottle asked the Quorum to state their name before speaking or making a motion. Mr. Cottle stated that all votes will be made by roll call so the vote could be properly recorded.

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

3. Approval of March 18, 2020 and April 15 ,2020 Board Meeting Minutes. Mr. Cottle asked for comments or a motion. Mr. Bobby Garmon made a motion to accept the minutes and Mr. Johnny Brown seconded the motion. Mr. Cottle ask for a roll call vote, the following approved the vote: Bobby Garmon, Johnny Brown, Jerry Shamburger, and Gene Cottle. The vote was carried unanimously.

4. Review and Approval of March and April combined Financials. Mr. Morales presented the financials for review and discussion. Mr. Morales stated for up to the 30th of the month of April we are at 58 percent of the budgeted year. The expenses are at 17 percent and the income is at 75 percent of the budgeted year. Mr. Johnny Brown made a motion to approve the financials and Mr. Bobby Garmon seconded the motion. Mr. Cottle ask for a roll call vote, the following approved the vote: Bobby Garmon, Johnny Brown, Jerry Shamburger, and Gene Cottle. 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 March and April, Mr. Morales stated there were no major issues to report.

6. Review SC911 Database and GIS activities. Ms. Jan Funderburgh database is working well, staff Victoria Davis, and Catarina Ridgeway are successfully taking and returning calls for addressing. Ms. Funderburgh stated that a call volume log was included that compared calls both 911 and non-emergency from January through April 2020. Ms. Funderburgh stated that only about 23 percent of calls were 911 calls. Ms. Funderburgh stated that calls went up in March and then declined in April. Ms. Amanda Cook called in and stated that calls responded to decreased as a result of less traffic on the road, shopping and school closures. Ms. Cook stated that administrative calls did increase with questions regarding COVID19.

7. 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 the office opened at a restricted level with two employees staying home due to higher risk needs. Mr. Morales included letter from TJC thanking the district for their participation in providing support for a capture radio. Mr. Morales stated that the infrared thermometers have been ordered and should be delivered today. Mr. Morales stated that the thermometers will be offered to PSAP's and those remaining will be allotted to the board and agencies as determined by need and request. Mr. Shamburger stated that he would like to have those agencies that receive thermometers acknowledge receipt of such. Mr. Cottle ask if any payments have been requested for forbearance, Mr. Morales stated only one company has request forbearance, and that the 911 alliance attorney will be handling as needed.

8. 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 April invoice for services to date from Fitzpatrick Architects for \$1923.12. Mr. Jerry Shamburger made a motion to authorize the District Director to issue payment and Mr. Johnny Brown seconded the motion. Mr. Cottle ask for a roll call vote, the following approved the vote: Bobby Garmon, Johnny Brown, Jerry Shamburger, and Gene Cottle. The motion was carried unanimously.

9. 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 April invoice for services to date from Kea General Contractors for \$112,060.64. Mr. Jerry Shamburger made a motion to ratify the approval of payment for \$112,030.64 and Mr. Bobby Garmon seconded the motion. Mr. Cottle ask for a roll call vote, the following approved the vote: Bobby Garmon, Johnny Brown, Jerry Shamburger, and Gene Cottle. The motion was carried unanimously.

10. Mr. Gene Cottle made a motion to adjourn and Mr. Bobby Garmon seconded the motion at 10:31 am.