

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
June 17th, 2020

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:03 AM on June 17th, 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)
 Ron Shaffer (in person)
 Fred Cowan (in person)

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

Guest: Ron Stutes- Attorney (via conference call)
 Amanda Fenwick-Lindale PD (via conference call)
 Chief Somes-Lindale PD (via conference call)
 Ivan Leon- UT Health (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. 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 May 20th, 2020 Board Meeting Minutes. Mr. Cottle asked for comments or a motion. Mr. Johnny Brown made a motion to accept the minutes and Mr. Jerry Shamburger seconded the motion. Mr. Cottle ask for a roll call vote, the following approved the vote: Bobby Garmon, Johnny Brown, Jerry Shamburger, Gene Cottle and Ron Shaffer. The vote was carried unanimously.

4. Review and Approval May Financials. Mr. Morales presented the financials for review and discussion. Mr. Morales stated for up to the 30th of the month of May we are at 66 percent of the budgeted year. The expenses are at 18 percent and the income is at 79 percent of the budgeted year. Mr. Johnny Brown made a motion to approve the financials and Mr. Ron Shaffer seconded the motion. Mr. Cottle ask for a roll call vote, the following approved the vote: Bobby Garmon, Johnny Brown, Jerry Shamburger, Gene Cottle, and Ron Shaffer. 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 May, Mr. Morales stated there were no major issues to report, 911 calls have picked back up to a normal level.

6. Review SC911 Database and GIS activities. Ms. Jan Funderburgh stated that staff member Victoria Davis had a healthy baby girl. Ms. Jan Funderburgh stated that GIS is going well.

7. Receive update from District Director, discuss, and take any necessary action regarding the impact of COVID-19 on the SC 911 Operations, Staffing, and PSAP Participation Funding/Travel. Bill Morales stated that the we have one employee on FMLA, one staff member working from home, and four employees coming in. Mr. Morales stated that we will begin critical testing next week, taking precautions and requiring COVID 19 screening questionnaire to be completed before appointment.

8. Discuss, consider, and take any action on approval of the 2020-2021 TML Health Benefits Pool rates for employee health, dental, vision, and basic life coverages. Mr. Morales stated health insurance is going on fiscal year calendar, with rerates to start in October, looking at a 7% increase which is about average. Mr. Morales stated that he recommends staying with TML Health Benefit pool for employee health, dental, vision and supplemental life insurance. Mr. Jerry Shamburger made a motion to authorize the approval the 2020-2021 TML health benefits pool rates for basic health, dental, vision and supplemental life insurance, 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, Gene Cottle, and Ron Shaffer. The motion was carried unanimously.

9. Receive update from District Director, discuss, and take any necessary action regarding construction, change orders, and contingency funding of SC 911 Network administrative office building project. Mr. Corey Guidry stated that building is taking shape, exterior metal framing is close to be completed, masonry out today, and roofers out next week. Interior electrical and plumbing still on going. Security vendors being coordinated, Interior dry wall starting in about two weeks. Mr. Guidry stated that the big push is to get the building in the dry, allowing us to get more contractors there. Schedule delays have occurred due to weather and discovery of structural conditions. Mr. Guidry stated that Kea is estimating we are about four weeks behind schedule, hoping to pick up two weeks. Mr. Guidry stated no issues have occurred due to corona virus. Mr. Morales stated that the integrity was questioned about existing walls with reinforcing steel, it did not create any change orders with contingency funding. Mr. Morales stated we are on budget.

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 May 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 for \$1923.11 and Mr. Ron Shaffer seconded the motion. Mr. Cottle ask for a roll call vote, the following approved the vote: Bobby Garmon, Johnny Brown, Jerry Shamburger, Gene Cottle, and Ron Shaffer. The motion was carried unanimously.

11. 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 May invoices for services to date from Kea General Contractors for \$109,06.61, Mr. Jerry Shamburger made a motion to ratify the approval of payment for \$109,06.61 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, Gene Cottle, and Ron Shaffer. The motion was carried unanimously.

12. 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 Lindale Police Department in the amount not to exceed \$10,000 for the purchase of a CAD/RMS Hardware/Software upgrade to enhance the delivery of 911 services to the citizens

of Lindale and Smith County. Mr. Morales presented Lindale PSAP request to update CAD system with total project funding \$268,234.94. They received grant of \$105,000 net cost 162,000. Mr. Morales stated that he prefers 80/40 split with city council approving up to \$35,000. Mr. Morales stated he recommend \$10,000 a year up to a four-year payout up to \$35,000. Mr. Jerry Shamburger made a motion to fund PSAP project from The City of Lindale Police Department in the amount not to exceed \$10,000 for the purchase of a CAD/RMS Hardware/Software upgrade to enhance the delivery of 911 services to the citizens of Lindale and Smith County during budget year, 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, Gene Cottle, and Ron Shaffer. The motion was carried unanimously.

13. Discuss, consider, and take any necessary action on the Smith County 9-1-1 Communications District Fiscal Year 2020-2021 Proposed Operating Budget Timeline and receive update on anticipated revenue projections and major projects identified for the FY 2020-2021. Mr. Morales presented preliminary budget timeline. Special budget meeting planned for July 8th. Similar budget the next significant expense will be upgrade of 911 equipment, which will be about 1.4-million-dollar project upgrading all PSAP providers and networks. We will contract next year; revenue will be determined as we see the results of COVID-19. Mr. Morales ask everyone to check schedules for budget meeting.

14. Mr. Johnny Brown made a motion to adjourn and Mr. Bobby Garmon seconded the motion at 10:35 am.