

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
July 22, 2020

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:07 AM on July 22, 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 (in person)  
  Ron Shaffer (in person)  
  Fred Cowden (via conference call)

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

Guest:                                 Ron Stutes (via conference call)  
  Mark Willard- 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, Jerry Shamburger, Bobby Garmon, Johnny Brown and Fred Cowden were 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.** No public comment was made.
- 3. Approval of June 17<sup>th</sup>, 2020 and July 8<sup>th</sup>, 2020 Board Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mr. Gene Cottle stated that Mr. Fred Cowden's spelling of his name needed to be corrected. Mr. Shamburger also stated he seconded a motion made on the approval of the budget and it was not in the minutes. Mr. Jerry Shamburger made a motion to accept the minutes 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 vote was carried unanimously.
- 4. Review and Approval June Financials.** Mr. Morales presented the financials for review and discussion. Mr. Morales stated are at 75 percent of the budgeted year. The expenses are at 75 percent and the income is at 82 percent of the budgeted year. Mr. Ron Shaffer 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, 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 June. No major issues to report.

**6. Review SC911 Database and GIS activities.** Ms. Jan Funderburgh stated that everything was good and no issues to report.

**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 office is still operating under COVID precautions. He also stated that Catarina will be back in the office on Monday, July 27. Danna is furloughed until September 1. The office will now have four employees coming into the office.

**8. 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. Morales stated that we did not have any change orders. The building is in the dry. The tentative move in date is the end of August. Mr. Morales stated we are on budget and everything is moving along.

**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 the June invoice for services to date from Fitzpatrick Architects for \$1923.11. He also stated that we only have a few more payments left to pay. Mr. Ron Shaffer made a motion to authorize the District Director to issue payment for \$1923.11 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.

**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 \$212,787.05. Mr. Jerry Shamburger made a motion to ratify the approval of payment for \$212,787.05 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.

**13. Receive update on the Smith County 9-1-1 Communications District Fiscal Year 2020-2021 Proposed Operating Budget as submitted to Smith County Commissioners Court and the 11 participating municipalities within the SC 911 Service Boundaries.** Mr. Morales stated that all the budgets have been submitted to the 11 municipalities. The 911 District has received one approval from the city of Troup.

14. Mr. Ron Shaffer made a motion to adjourn and Mr. Johnny Brown seconded the motion at 10:27 am.