

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
August 19th, 2020

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:02 AM on August 19, 2020, due to COVID 19, this meeting will be held VIA Teleconference.

Board Members Present: Gene Cottle (in person)
 Johnny Brown (in person)
 Jerry Shamburger (via conference call)
 Bobby Garmon (via conference call)
 Ron Shaffer (not present)
 Fred Cowden (via conference call)

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

Guest: Ron Stutes (in person)
 Mark Willard- UT Health (via conference call)
 Amanda Cook-Tyler PD (via conference call)
 Clyde Carter-Overton PD (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. Voting member Ron Shaffer 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. No public comment was made.

3. Approval of July 22, 2020 Board Meeting Minutes. Mr. Cottle asked for comments or a motion. Mr. Johnny Brown made a motion to accept the minutes 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 vote was carried unanimously.

4. Review and Approval July Financials. Mr. Morales presented the financials for review and discussion. Mr. Morales stated are at 83 percent of the budgeted year. The expenses are at 46 percent and the income is at 85 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 July. 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. We have four employees that are in the office, 1 employee is furloughed until September one and one employee is still on FMLA until September.

8. Discuss, consider, and authorize the District Director to execute an Agreement between ETMC-EMS (UT-Health EMS) and SC 911 District for the shared purchase, installations, and maintenance of 9-1-1 Call Taking Customer Premise Equipment (CPE), Software, and Support. Mr. Morales stated that this contract will be a funded in a 70/30 percent agreement. The contract will be valid for five years. The Smith County 911 District will pay \$416,013.19 which is 70 percent and UT Health/EMS will pay 178,291.37 which is 30 percent. UT Health will reimburse the 911 district every year in the amount for \$35,658.27 for a total of 5 years. Mr. Johnny Brown made a motion to approve authorize the District Director to execute an Agreement between ETMC-EMS (UT-Health EMS) and SC 911 District for the shared purchase, installations, and maintenance of 9-1-1 Call Taking Customer Premise Equipment (CPE), Software, and Support and Mr. Shamburger 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. 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 the original schedule to have the building completed has passed. The new schedule is about a month and half behind. The plan is to still move out on September 30, 2020. Mr. Morales stated that if the building is not ready by October 1st, then he will have the staff work remotely from home.

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 the June invoice for services to date from Fitzpatrick Architects for \$1923.11. He also stated that this is the second to the last payment. Mr. Johnny Brown made a motion to authorize the District Director to issue payment for \$1923.11 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 and Gene Cottle. 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 June invoices for services to date from Kea General Contractors for \$148,230. Mr. Jerry Shamburger made a motion to ratify the approval of payment for \$148,230 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.

12. 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 we have 5 approvals from the cities and the approval of the Smith County Commissioners Court. The Smith County Commissioners Court almost did not approve the budget due to the budget line item set aside for employee raises. The Smith County Judge reminded the quorum that the SC 911 District has also set aside \$50,000 in PSAP participation fees.

13. Mr. Johnny Brown made a motion to adjourn and Mr. Bobby Garmon seconded the motion at 10:27 am.