

MINUTES OF  
SC 9-1-1 COMMUNICATIONS DISTRICT  
BOARD OF MANAGER'S MEETING  
OF  
July 21<sup>st</sup>, 2021

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:09 AM on July 21<sup>st</sup>, 2021 due to COVID 19, this meeting will be held VIA Teleconference.

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

Staff Present:                    Bill Morales (in person)  
                                          Victoria Davis (in person)  
                                          Louie Downey (in person)  
                                          Danna Hudson (in person)

Guest:                             Ron Stutes -Wilson Law (in person)  
                                          Michael Smith- UT Health (in person)  
                                          Don Bell- SCSO (in person)

- 1. Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present, board member Ron Shaffer was not present.
- 2. Public Comment.** No public comment was made.
- 3. Approval of June 17<sup>th</sup>, 2021 Board Meeting Minutes.** Mr. Cottle asked for comments or a motion. Mr. Jerry Shamburger made a motion to accept the minutes and Mr. Johnny Brown seconded the motion. The motion was carried unanimously.
- 4. Review and Approval June Financials.** Mr. Morales presented the financials for review and discussion. Mr. Morales stated for the month of June we are at 75 percent of the budgeted year. The expenses are at 26 percent and the income is at 87 percent of the budgeted year. Mr. Bobby Garmon a motion to approve the financials and Mr. Johnny Brown seconded the motion. The motion was carried unanimously.
- 5. Review Trouble Ticket reports for all SC911 District Public Safety Answering Points.** Mr. Morales reported trouble tickets for May. No major issues to report.
- 6. Review SC911 Database and GIS activities.** Mrs. Victoria Davis stated everything is going well, dispatch map has been completed. Mrs. Davis stated we are waiting on bids for aerial photography, will fly December or January.

**7. Discuss, consider, and take any action on approval of the 2021-2022 TML Health Benefits Pool rates for employee health, dental, vision, and basic life coverages.** Mr. Morales stated that we have not changed our current rate, rates are lower, and cost are reflected in the budget. Mr. Johnny Brown made a motion for the approval of the 2021-2022 TML Health Benefits Pool rates for employee health, dental, vision, and basic life coverages and Mr. Bobby Garmon seconded the motion. The motion was carried unanimously.

**8. Discuss, consider, and take any necessary action to approve continued participation in Texas County District Retirement System (TCDRS) for the 2021-2022 Plan Year and setting the elected rate at 13.05% to meet Required Rate as per TCDRS.** Mr. Morales stated that TCDRS rates have doubled and have been reflected in the budget. Mr. Bobby Garmon made a motion to approve continued participation in Texas County District Retirement System (TCDRS) for the 2021-2022 Plan Year and setting the elected rate at 13.05% to meet Required Rate as per TCDRS, Mr. Jerry Shamburger seconded them motion, the motion was carried unanimously.

**9. Discuss, consider, and take any necessary action authorizing the District Director to amend and increase the SC 911 FY 2020/2021 Operating Budget account 651000 Construction Cost-District Office by transferring \$533,383.29 from Unreserved Operating Funds to account for carry-over construction cost from previous fiscal year.** Mr. Morales stated building was funded and carried into current fiscal year, with a carry over cost of \$533,383.29 needs to be shown in budget. Mr. Bobby Garmon made a motion to authorize the District Director to amend and increase the SC 911 FY 2020/2021 Operating Budget account 651000 Construction Cost-District Office by transferring \$533,383.29 from Unreserved Operating Funds to account for carry-over construction cost from previous fiscal year, Mr. Johnny Brown seconded the motion, the motion was carried unanimously.

**10. Discuss, consider, and take any necessary action authorizing the District Director to amend and increase the SC 911 FY 2020/2021 Operating Budget account 701501 Office Equipment (New/Replacement) by transferring \$46,745.00 from Unreserved Operating Funds to account for carry-over office technology cost from previous fiscal year.** Mr. Morales stated that office technology cost carried over from previous year. Mr. Johnny Brown made a motion authorizing the District Director to amend and increase the SC 911 FY 2020/2021 Operating Budget account 701501 Office Equipment (New/Replacement) by transferring \$46,745.00 from Unreserved Operating Funds to account for carry-over office technology cost from previous fiscal year, Mr. Bobby Garmon seconded the motion. The motion was carried unanimously.

**11. Discuss, consider, and take any necessary action on the Smith County 9-1-1 Communications District Fiscal Year 2021-2022 Proposed Operating Budget and authorize the District Director to submit the budget to Smith County Commissioners Court and the 11 Participating Municipalities for review, comment, and approval prior to final adoption by the SC911 District Board of Directors.** Mr. Morales presented the Smith County 9-1-1 Communications District Fiscal year 2021-2022 budget year. Mr. Morales stated that the beginning operating balance is \$2,625,594.66 for the Fiscal year 2021-2022. Mr. Morales stated the income for fiscal year 2021-2022 is projected at 1.9 million. Mr. Morales stated that the expenses for fiscal year 2021-2022 is projected at \$3.7 million, with an ending balance fund of \$844,611. Mr. Morales stated that \$457,515 dollars will be set aside for three months of operating cost. Mr. Morales stated \$275,000 will bet set aside for 2025 upgrade replacement fund. Mr. Morales stated that \$100,000 will be allocated for the moving of Smith County 911 Server. Mr.

Morales stated that the GIS Consortium beginning balance is \$358,721.65. Mr. Morales stated that the GIS Consortium income is \$61,800. Mr. Morales stated that the GIS Consortium expenses are \$159,000 leaving an ending balance of 265,583.65. Mr. Morales stated the GIS 2024 aerial fund is \$50,000, leaving an unreserved operating balance of \$215,583.65. Mr. Bobby Garmon made a motion to authorize the District Director to submit the budget to Smith County Commissioners Court and the 11 Participating Municipalities for review, comment, and approval prior to final adoption by the SC911 District Board of Directors. Mr. Jerry Shamburger second the motion, the motion was carried unanimously.

**12. Receive update, consider, and take any necessary action regarding the installation of upgraded 911 Call Handling CPE, 911 Circuits, 911 Network upgrades, and reporting software at 35 positions located at the SC 911 Public Safety Answering Points.** Mr. Morales stated that project should be completed in September. Mr. Morales stated that training will be in August for managers, supervisors, and a train the trainer class.

**13. Receive update, consider, and take any necessary action regarding Scope of Work for Acquisition and Production of High Resolution Orthoimagery through to the StratMap/DIR Vendor pool, also known as, The Texas Strategic Mapping Contract with the permission of the Texas Water Development Board.** Mr. Morales stated that the project response is due July 30<sup>th</sup>.

**14. District Directors report.** Mr. Morales stated that we are holding of on PSAP participation funds until September. Mr. Morales reminded board member of APCO dates.

**15. Adjournment.** Mr. Johnny Brown made a motion to adjourn and Mr. Bobby Gorman seconded the motion at 11:19 am.