

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
October 20th, 2021

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 10:02 AM on October 20th, 2021.

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

Staff Present: Bill Morales (in person)
 Louie Downey (in person)
 Danna Hudson (in person)
 Catarina Ridgeway (via teleconference)
 Kim Wheeler (in person)

Guest: Mark Willard- UT Health

1. **Call to order and introduction.** Mr. Gene Cottle stated that there was a quorum present.
2. **Public Comment.** No public comment was made.
3. **Approval of September 22nd, 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 with the correction to remove statement that meeting will be held via teleconference. The motion was carried unanimously.
4. **Review and Approval September Financials.** Mr. Morales presented the financials for review and discussion. Mr. Morales stated for the month of September we are at 100 percent of the budgeted year. The expenses are at 36 percent and the income is at 10 percent of the budgeted year. Mr. Bobby Garmon a motion to approve the financials and Mr. Jerry Shamburger 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 September. No major issues to report.
6. **Review SC911 Database and GIS activities.** Mr. Morales stated that Kim Wheeler provided reports for the new ECATS reporting software. Mr. Morales stated that dispatch managers and supervisors

can now utilize the reports. Mr. Morales stated we will have agenda item on next board meeting to demonstrate ECATS software.

7. Discuss, consider, and take any necessary action on the nomination or re-nomination of two members of the Smith County 911 Communications District Board of Managers for the 2022 Calendar year. Mr. Morales stated that letters were sent out to the city, county, and VFD to nominate or renominate Johnny Brown, Bobby Garmon, and Ron Shaffer, and we are waiting on the return of those letters.

8. 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 all PSAPS have been upgraded and cut over. Mr. Morales stated that old network is still up and the last step will be to shut down and switch fully to new network.

9. District Directors report. Mr. Morales stated that three depository contracts were received and those will be submitted to the consultant who will review and make recommendation and that to the financial committee who will make a recommendation to the board.

10. EXECUTIVE SESSION: As allowed by Texas Open Meeting Law, Subchapter D Chapter 551, Texas Government Code, the Board will convene in a closed session to consider the following

- a. **Section 551.074 (1), "Personnel Matters"— "to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee**

11. Resume open meeting at 10:50 am

12. Discuss, consider, and take necessary action on annual performance evaluation and compensation of District Director effective for budget year 2021/2022. Mr. Johnny Brown made a motion to increase the District Directors annual compensation to \$132,000 and Mr. Jerry Shamburger seconded the motion, the motion was carried unanimously.

13. Adjournment. Mr. Johnny Brown made a motion to adjourn and Mr. Bobby Garmon seconded the motion at 10:52 am.