

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, SEPTEMBER 20, 2012, AT 11:30 A.M.
BRAZOS COUNTY EMERGENCY COMMUNICATIONS DISTRICT
101 REGENT AVENUE, SUITE 300, BRYAN, TEXAS

Call to order.

Meeting was called to order at 11:40 am with the following members present:

Ron Mayworm, Chairman
Judge Duane Peters
Commissioner Lloyd Wassermann
Hugh Walker

Others in attendance:

Chief Wayland Rawls, Bryan Police Department
Scott Hines, Brazos County Sheriff's Office
Chief Ricky Van, Bryan Fire Department
Patricia Meronoff, Attorney for the District
Patrick Corley, 911 District
Greta Norton, 911 District
Laura Blackburn, 911 District

1. Approval of the minutes of the meeting held July 26, 2012.

Minutes were approved on motion and second from Mr. Walker and Commissioner Wassermann, respectively.

2. Discussion / Action on final approval of FY 2013 Budget.

Mr. Corley briefly noted that all legal requirements for approval of the FY 2013 Annual Budget had been met and requested that the Board formally adopt the budget at this time. Mr. Walker moved for approval with a second from Judge Peters. Motion carried.

3. Discussion / Action on dispatch contract with the City of Bryan.

Mr. Corley reported that the City of Bryan had already approved the contract on September 11, 2012 and with Board approval, the contract could be fully executed today. Commissioner Wassermann moved for approval of the contract with a second from Judge Peters. Motion carried.

4. Discussion / Action on dispatch contract with Brazos County.

The Brazos County contract had also been approved in Court and could be fully executed with Board approval today. Mr. Walker moved for approval with a second from Commissioner Wassermann. Motion carried.

5. Discussion / Action on engaging auditor for FY 2012.

Mr. Corley recommended engaging Ingram Wallis & Co. to conduct the financial audit for FY 2012. Mr. Walker made the motions but recommended that the District request proposals next year. Judge Peters seconded and the motions carried.

6. Discussion / Action on awarding District bank depository contract.

Mr. Corley explained the bid analysis process on the two bids received and recommended accepting the proposal from The Bank and Trust. While both bids offered acceptable service plans, the difference in interest was not significant enough to outweigh the advantage of The Bank and Trust being a locally owned bank. Mr. Walker supported that recommendation saying that the change made good business sense and good community sense. Mr. Walker then moved to change the District depository to The Bank and Trust with a second from Commissioner Wassermann. Motion carried.

7. Discussion / Action on scheduling of future Board Meetings.

Mr. Corley reported that most scheduling surveys showed Board members available to hold meetings on the 2nd or 3rd Thursday of the odd numbered months. Scheduling the meetings in advance should allow District business to be conducted in an organized and timely fashion. The Board agreed to the 3rd Thursday of the odd months and requested that the schedule be sent to their respective offices to be put on the upcoming calendars.

8 Director's report of expenditures for July and August 2012.

Mr. Corley presented the monthly reports and requested guidance on methods of representing the encumbered funds. The Board recommended keeping the report as is, with the understanding that any use or increase to those funds be explained to the Board. Mr. Walker also recommended consulting the auditor about the proper way to records these funds. The reports were approved on motion and second from Mr. Walker and Judge Peters, respectively.

9. Director's report and Board concerns including current staffing levels, update on the expenditures for dispatch services, scheduling improvements and an update on Verizon 911 texting.

Mr. Corley reported that the District currently has two openings and that hiring is in progress with five currently in training. Efforts have been made to curb the expenditures for dispatch services and a handout showed that those efforts have had a significant impact. Mr. Corley assured the Board that the situation would be closely monitored and that information will be more readily available to the Board and the contractual entities.

Mr. Corley also updated the Board on the issue of 911 texting which will soon affect Brazos County. He noted that there were many unknowns and only one major carrier was participating. He will consult with other local agencies and the Texas 911 Alliance prior to making a decision on whether or not to pursue this option in Brazos County.

10. Hear public comments.

None heard.

11. Adjournment.

The meeting was adjourned at 12:20 pm.

R. G. Mayworm
Chairman

ATTEST:

Greta Norton
Recording Secretary