

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, JANUARY 17, 2013, 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 11:43 am with the following members present:

Ron Mayworm, Chairman
Commissioner Lloyd Wassermann
Hugh Walker
Chief Jeff Capps
Mike Hood

Others in attendance:

Chief Wayland Rawls, Bryan Police Department
Chief Ricky Van, Bryan Fire Department
Chief Terry Barnett, Bryan Fire Department
Chief Scott McCollum, College Station Police Department
Zeta Fail, College Station Police Department
Patricia Meronoff, Attorney for the District
Patrick Corley, 911 District
Greta Norton, 911 District
Kathi Koppenhaver, 911 District
Laura Blackburn, 911 District
Kris Fox, 911 District

1. Approval of the minutes of the meeting held November 15, 2012.

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

2. Discussion / Action on presentation of FY 2012 annual audit and financials.

Mr. Corley presented the audit findings and audited financials to the Board for acceptance. Mr. Walker questioned several items as well as the deficiency noted in the management letter. Mr. Mayworm explained that the same remarks were in the letter every year and only took note of the fact that the District does not have a CPA on staff to produce it's own financial reports. Commissioner Wassermann moved to accept the audit report and the motion carried after a second from Mr. Walker.

3. Discussion / Action on 2012 Quarterly Investment Reports.

Mr. Corley presented quarterly investment reports for 2012 as required and they were accepted on motion and second from Mr. Walker and Chief Capps, respectively.

4. Discussion / Action on current and future facility needs.

Mr. Corley requested input and direction from the Board concerning the future facility needs of the District as the current lease expires in September 2013. The advantages and limitations of the Verizon building were discussed as well as other potential sites and solutions. Mr. Corley was instructed to explore other possibilities and then report back to the Board with options.

5. Discussion / Action on Director's Report of Expenditures for October, November, and December 2012.

Mr. Corley presented the reports for the 1st quarter of FY 2013 with an explanation to Chief Capps that these reports represented the District budget as a whole. Mr. Mayworm explained the conservative fiscal policy of the District that was started by the founding Chairman and the continuing policy to fund projects with savings rather than putting the District into debt. The District is in sound financial standing because of this philosophy as evidenced by the Director's reports. Chief Capps moved for approval of the reports with a second from Mr. Walker. Motion carried.

6. Director's report and Board concerns including an update on 911 texting, retiree COLA, 2012 dispatch statistics, current staffing levels, update on dispatch expenditures, investment training and the next scheduled meeting.

Mr. Corley gave an update on the newest 911 texting initiative with little new information to impart but a continued effort to keep abreast of new developments. He was happy to report that the District's retirees were given a COLA without exceeding the budgeted numbers thanks in large part to the sliding scale adjustment mentioned by Judge Peters at the previous Board Meeting. Mr. Corley updated the City of Bryan and Brazos

County on the funds expended on their behalf so far this fiscal year to facilitate the promised transparency in operations. The District currently has five openings and applications are being accepted at this time to begin the lengthy process from applying to having a trained dispatcher.

Mr. Corley reported that he has completed the required public funds investment training and that the District will be renewing the investment policies at the March meeting. In the future, agenda items will be solicited from Board members before each meeting to allow additional input.

Mr. Mayworm noted that the Board had now established a procedure for the evaluation of the Director's position and would be doing so on an annual basis in advance of the creation of the new budget.

7. Hear public comments.

There was no public comment.

8. Adjournment.

The meeting was adjourned at 12:37 pm.

R. G. Mayworm
Chairman

ATTEST:

Greta Norton
Recording Secretary