

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, MAY 16, 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 11:45 am with the following members present:

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

Others in attendance:

Chief Wayland Rawls, Bryan Police Department
Chief Scott McCollum, College Station Police Department
Patrick Corley, 911 District
Greta Norton, 911 District
Kathi Koppenhaver, 911 District
Laura Blackburn, 911 District
Cathy Hegwood, 911 District

1. Approval of the minutes of the meeting held March 21, 2013.

Minutes were approved on motion and second from Mr. Walker and Judge Peters, respectively.

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

Mr. Corley outlined the options and projected costs associated with meeting the District's facility needs. Chief Capps questioned ADA compliance issues and Mr. Mayworm discussed advantages of staying in this facility. On a motion from Judge Peters with a second from Commissioner Wassermann, the Board authorized Mr. Corley to proceed with the option of renovating this building contingent on the constraints of the budget and final approval from Verizon leasing.

3. Discussion / Action on preliminary FY 2014 annual budget.

Mr. Corley gave a detailed explanation of the FY 2014 budget with a new emphasis on quality assurance and trained employee retention. His plan includes a weighted market adjustment to provide more incentive to keep the experienced personnel. He discussed the timeline for budget approval and will be making appointments with City and County officials to explain the costs associated with their dispatch needs. The Board approved the preliminary budget for presentation to the City and County on a motion from Chief Capps with a second from Commissioner Wassermann.

4. Discussion / Action on Director's Report of Expenditures for March 2013.

Mr. Corley pointed out that the District was on track for half of the fiscal year and would be closely monitoring expenditures throughout the remainder of the fiscal calendar. Mr. Walker moved to accept the report with a second from Judge Peters. Motion carried.

5. Director's report and Board concerns including an update on legislative issues, current staffing levels and year to date dispatch expenses.

Mr. Corley reported on several Legislative issues that could impact the District which he will continue to monitor. He presented the City and County's quarterly budget reports and a graph showing payroll spending to be right on track. The Dispatch center is currently fully staffed with seven in training.

8. Hear public comments.

Mr. Mayworm took this agenda item out of order to allow people to leave before the Executive Session. There were no public comments.

6. **EXECUTIVE SESSION:** The Board of Managers has determined a necessity to go into a closed-to-the-public session under the provisions of Texas Government Code, Section 551.074 personnel matters – review the duties, responsibilities and performance compensation and evaluate the Executive Director of the Brazos County 9-1-1 District.

The Board went into Executive Session at 12:54 pm.

The Board reconvened the open session at 1:07 pm.

7. Discussion / Action on Executive Session.

Mr. Walker moved that the budget include a 6% increase for the Executive Director, effective October 1, 2013. Judge Peters seconded and the motion passed.

9. Adjournment.

The meeting was adjourned at 1:08 pm.

R. G. Mayworm
Chairman

ATTEST:

Greta Norton
Recording Secretary