

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, SEPTEMBER 18, 2014, 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 11:36 am with the following members present:

Ron Mayworm, Chairman
Jeff Capps
Sammy Catalena
Hugh Walker

Others in attendance:

Chief Scott McCollum, College Station Police Department
Chief Randy McGreggor, Bryan Fire Department
Chief Ricky Van, Bryan Fire Department
Chief Terry Barnett, Bryan Fire Department
Chief Wayland Rawls, Bryan Police Department
Deputy Scott Hines, Brazos County Sheriff's Office
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 July 17, 2014.

Minutes were approved on motion and second from Mr. Capps and Commissioner Catalena, respectively.

2. Discussion / Action 2014 Investment Report.

Mr. Corley discussed the investment report and noted that a large transfer of funds would reflect on next month's report to cover the payments for several large capital projects. Mr. Walker moved to accept the report with a second from Mr. Capps. Motion carried.

3. Discussion / Action on FY 2014 Annual Audit.

Mr. Corley presented the proposal from Ingram Wallis & Co. to perform the annual audit for FY 2014. Commissioner Catalena moved for approval with a second from Mr. Walker. Motion passed.

4. Discussion / Action on FY 2015 Annual Budget.

Mr. Corley reported that statutory requirements had been met and that several entities had already approved the budget for FY 2015 with others scheduled for next week. Mr. Walker moved for Board approval of the budget with a second from Mr. Capps. Motion carried.

5. Discussion / Action on five year strategic plan.

Mr. Corley reported on the trends and projected growth incorporated into the strategic plan and discussed the changes to the complexity of the job. With the increases to the personnel at the agencies served by the District, Mr. Corley proposed increasing dispatch personnel slightly over the next five years. With the understanding that all personnel increases would be subject to annual budgetary approval, the plan was accepted on motion and second from Mr. Capps and Commissioner Catalena, respectively.

6. Discussion / Action on City of Bryan FY 2015 annual dispatch contract.

The contract was approved on motion and second from Mr. Capps and Commissioner Catalena, respectively.

7. Discussion / Action on Brazos County FY 2015 annual dispatch contract.

The contract was approved on motion and second from Mr. Walker and Mr. Capps, respectively.

8. Discussion / Action on Blinn College FY 2015 annual dispatch contract.

The contract was approved on motion and second from Mr. Capps and Commissioner Catalena, respectively.

9. Discussion / Action on major capital projects including 911 system upgrades and facility improvements.

Mr. Corley reported that the two major capital projects are both reaching culmination simultaneously as planned. While dispatch is temporarily moved into smaller quarters, the custom designed center is under construction and scheduled to finish on time. The conversion of the CAD and 911 systems is running concurrently and going well with training scheduled for the next few weeks.

10. Discussion / Action on Director's Report of Expenditures for July and August 2014.

Mr. Corley presented the reports for July and August and noted that revenue and expenditures are on right on schedule. Commissioner Catalena moved to accept the reports with a second from Mr. Walker. Motion carried.

11. Director's report and Board concerns including a discussion of current staffing levels, Board appointments and CAD / EMD upgrades.

Mr. Corley was pleased to announce that dispatch is fully staffed with three in training at this time. Board member appointments are due from the cities for terms to begin January 1st 2015 and the District will be communicating that information to those entities. In addition to the major upgrades currently underway, the District has also coordinated upgrades to the EMD system and procedural changes with Bryan Fire Department and the Brazos County Sheriff's Office.

12. Hear public comments.

Mr. Mayworm shared information on the Nationwide Broadband Public Safety Network, also known as 1stNet. Local responders will be called upon to share information in the establishment of this communication network.

13. Adjournment.

The meeting was adjourned at 12:15 pm.

R. G. Mayworm
Chairman

ATTEST:

Greta Norton
Recording Secretary