

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, MAY 21, 2015, 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 11:39 am with the following members present:

Ron Mayworm, Chairman
Sammy Catalena
Eric Buske

Others in attendance:

Chief Scott McCollum, College Station Police Department
Chief Randy McGregor, Bryan Fire Department
Chief Ricky Van, Bryan Fire Department
Chief Terry Barnett, Bryan Fire Department
Patrick Corley, 911 District
Greta Norton, 911 District
Laura Blackburn, 911 District
Kris Fox, 911 District
Kathi Koppenhaver, 911 District

1. Approval of the minutes of the meeting held March 19, 2015.

Minutes were approved on motion and second from Commissioner Catalena and Chief Buske, respectively.

2. Discussion / Action FY 2015 YTD Investment Report.

Mr. Corley presented the monthly investment report through April 2015 noting that the only transactions were interest payments credited. Chief Buske moved to accept the report with a second from Commissioner Catalena. Motion carried.

3. Discussion / Action on FY 2016 preliminary budget.

Mr. Corley presented the preliminary FY 2016 budget and outlined the highlights of the proposal. He reminded the Board of the steps taken over the last two years to make reasonable marked adjustments to the pay scale in order to remain competitive. The proposal now calls for only a small increase in order to maintain the competitive scale. In addition, as outlined in the five year plan, one additional dispatcher would be added in FY 2016 to account for growth in population and calls for service. These two adjustments will result in a 3 ½ percent increase to the contract amounts. Mr. Corley requested authorization from the Board to present this proposed budget to the City of Bryan and Brazos County as they start budget deliberations. Chief Buske moved to approve presentation of the proposed budget to the City and the County with a second from Commissioner Catalena. Motion carried.

4. Discussion / Action on Director's Report of Expenditures for March and April 2015.

Expenditure reports for March and April 2015 by Mr. Corley and were accepted on motion and second from Commissioner Catalena and Chief Buske, respectively

5. Director's report and Board concerns including a discussion of current staffing levels and project updates.

Mr. Corley reported that staffing numbers shows the District down one employee with a timeline for hiring developing now. The District has acquired a dedicated server to host its own website and email and that system is up and running at this time. The logging recorder system has been upgraded as planned for this fiscal year. The text-to-911 issue may be demonstrated locally as the Brazos Valley Council of Governments has been contacted about being a beta test site for one of the major vendors.

Mr. Mayworm was honored for his 28 years of service to the Board of Managers. He has served with distinction since the District was created and has been Chairman for the last twelve years. Mr. Mayworm represents the Brazos County Firefighters Association on the Board and will be contacting the organization to appoint his replacement.

Mrs. Norton was also honored on the occasion of her 25 year anniversary with the District.

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 of the Executive Director and Administrative Staff of the Brazos County 9-1-1 District.

The Board went into closed Executive Session at 12:21pm.

The open meeting re-convened at 12:51pm.

7. Discussion / Action on Executive Session.

No action taken.

8. Hear public comments.

None heard.

9. Adjournment.

Meeting was adjourned at 12:52 pm.

R. G. Mayworm
Chairman

ATTEST:

Greta Norton
Recording Secretary