

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, JULY 21, 2016, AT 11:30 A.M.  
BRAZOS COUNTY EMERGENCY COMMUNICATIONS DISTRICT  
101 REGENT AVENUE, SUITE 300, BRYAN, TEXAS  
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Call to order.

Meeting was called to order at 11:36 am with the following members present:

Lloyd Wassermann  
Sammy Catalena  
Eric Buske

Others in attendance:

Chief Chuck Fleeger, College Station Police Department  
Patrick Corley, 9-1-1 District  
Greta Norton, 9-1-1 District  
Kris Fox, 9-1-1 District  
Kathi Koppenhaver, 9-1-1 District

1. **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 of the Brazos County 9-1-1 District.

The Board went into closed Executive Session at 11:37 am to conduct personnel business.

2. Discussion / Action on Executive Session.

The open meeting reconvened at 11:50 am at which time Commissioner Wassermann commended Mr. Corley and recommended an increase to the Director's salary of 5% with an addition to the car allowance to bring it to \$6000.00 annually. Chief Buske so moved with a second from Commissioner Catalena. Motion passed.

3. Approval of the minutes of the meeting held May 26, 2016.

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

4. Discussion / Action FY 2016 Investment report.

Mr. Corley presented the reports and noted that there was no change to the account other than interest credited. Chief Buske moved to accept the report with a second from Commissioner Catalena. Motion carried.

5. Discussion / Action on FY 2017 proposed budget.

Mr. Corley presented the same budget that the Board had seen last meeting and had been presented to the Bryan City Council and the Brazos County Commissioners budget hearings. With tacit approval from both entities, he requested Board consent to move forward with the proposal and contracts for service. Commissioner Catalena moved the same with the adjustment to the Director's salary agreed on today. Chief Buske seconded and the motion passed.

6. Discussion / Action on awarding the District depository bid.

The District received two proposals in response to the Depository Bid Notice published in the legal notice section of the newspaper. Commissioner Catalena recommended continuing our current account due to the difficulty involved in changing banks and the negligible difference in the bids. Chief Buske moved to approve the recommendation with a second from Commissioner Catalena. Motion passed.

7. Discussion / Action on MOU with Texas A&M University Department of Psychology.

This agreement would allow the District to contractually obtain the TCOLE required psychological exams for new employees. Chief Buske moved to approve the agreement with a second from commissioner Catalena. Motion carried.

8. Discussion / Action on the implementation of 9-1-1 Texting.

Mr. Corley reported that progress is being made with the routers installed at all locations and the required server upgrade ongoing. Several meetings are scheduled to determine screen layout and the field engineers are due to arrive to make final adjustments. The go live date is currently November 1<sup>st</sup> and a public information campaign will commence around that time.

9. Discussion / Action on Director's Report of Expenditures for May and June 2016 and FY 2016 3<sup>rd</sup> Quarter dispatch expenditure reports.

The reports were accepted on motion and second from Chief Buske and Commissioner Catalena, respectively. Motion passed.

10. Director's report and Board concerns including a discussion of current staffing levels, active shooter protocol and after action review of May weather incident.

Mr. Corley handed out a graph showing the progress being made in staying fully staffed and fully trained. Several staff members received training on handling an active shooter incident and the after action review of the recent weather event gave good insight into where improvements could be made.

11. Hear public comments.

None made.

12. Adjournment.

Meeting was adjourned at 12:10 pm.

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Lloyd Wassermann  
Chairman

ATTEST:

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Greta Norton  
Recording Secretary