

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, JANUARY 19, 2017, 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 11:30 am with the following members present:

Lloyd Wassermann
Sammy Catalena
Kenneth Utz
Scott McCollum

Others in attendance:

Chief Ricky Van, Bryan Fire Department
Chief Joe Dan Ondrasek, Bryan Fire Department
Bob Radke, College Station Police Department
Chris Chapman, Ingram Wallis & Associates
Patrick Corley, 9-1-1 District
Greta Norton, 9-1-1 District
Kris Fox, 9-1-1 District

1. Recognition of new Board Members, review of appointment terms, and overview of required Open Meeting Act training.

Mr. Corley recognized and welcomed new Board Member Chief Scott McCollum representing the municipalities and disseminated the chart showing the makeup of the Board with the corresponding expirations dates of the terms. Chief Buske has been re-appointed to fill the other position representing the cities and Frontier will be sending a non-voting representative. The required open meetings training was discussed with all Board members reporting having taken part in the training at their respective agencies.

2. Discussion / Action on proposed calendar year 2017 Board of Managers meeting schedule.

The 2017 meeting schedule was discussed with the Board approving the dates based on a motion and second from Chief McCollum and Commissioner Catalena, respectively.

3. Approval of the minutes of the meeting held September 19, 2016.

The minutes from the September meeting were approved on a motion from Commissioner Catalena with a second from Chief McCollum.

4. Discussion / Action FY 2017 Investment report.

Mr. Corley presented the TexPool report which no activity other than interest accrual. Mr. Corley reported completing his required bi-annual Public Funds Investment Act training in December.

5. Discussion / Action on FY 2016 Annual Audit and financials.

Mr. Chapman with Ingram Wallis & Associates reported to the Board on the results of the FY '16 audit which resulted a rating of the highest level in terms of transparency and availability of records and cooperation of the staff. He complimented the District and thanked the Board for the long standing relationship. The sworn financial statements will be sent out the government entities in the District after acceptance by the Board. Chief McCollum moved to accept the audit results with a second from Mr. Utz. Motion carried.

6. Update on the implementation of 9-1-1 Texting.

Mr. Corley reported that 9-1-1 texting went live as scheduled on December 1, 2016 with relatively light usage since that time. A publicity campaign will commence in conjunction with the Brazos Valley Council of Governments to let the public know that the service is available throughout the Brazos Valley.

7. Discussion / Action on FY 2017 quarterly dispatch financial reports.

The quarterly financial reports based on just dispatch operations are completed and made available to the City of Bryan and Brazos County to keep them apprised of spending on dispatch services. Mr. Corley discussed the impact of EFD implementation on the reports and Commissioner Catalena moved to accept the reports with a second from Mr. Utz. Motion passed.

8. Discussion / Action on Director's Report of Expenditures for September, October, November and December 2016.

Mr. Corley pointed out the position of the District in relation to the fiscal year on the various reports. Mr. Utz moved to accept the reports with a second from Chief McCollum. Motion passed.

9. Director's report and Board concerns including a discussion of current staffing levels, a review of annual dispatch and 9-1-1 statistics, an update on the installation of the new UPS and the implementation of the new Emergency Fire Dispatch (EFD) protocol,

Mr. Corley reported that the District currently has 4 new employees in training and is overstaffed by 2 at this time. Turnover statistics continue to improve as compared to previous years. Prior year dispatch and 9-1-1 statistics were presented to the Board and will be used as a planning tool for the upcoming budget. The new UPS power backup system has been installed to provide redundancy in operations. Power Transfer switches will be installed at each dispatch position in order to best utilize the new UPS system. Work has started to implement the Bryan Fire Department's **Emergency Fire Dispatch** protocol. Updates on the progress and status of this project will be provided at future meetings. At this point, we plan to begin utilizing the protocol in April of 2017.

10. Hear public comments.

None heard.

11. Adjournment.

Meeting was adjourned at 12:19 pm.

Lloyd Wassermann
Chairman

ATTEST:

Greta Norton
Recording Secretary