

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, SEPTEMBER 21, 2017, 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 11:35 am with the following members present:

Lloyd Wassermann  
Sammy Catalena  
Eric Buske  
Kenneth Utz  
Scott McCollum

Others in attendance:

Chief Deputy Jim Stewart, Brazos County Sheriff's Office  
Deputy David Villareal, Brazos County Sheriff's Office  
Chief Cory Matthews, Bryan Fire Department  
Bob Radke, College Station Police Department  
Patrick Corley, 9-1-1 District  
Laura Blackburn, 9-1-1 District  
Greta Norton, 9-1-1 District  
Kris Fox, 9-1-1 District  
Kathi Koppenhaver, 9-1-1 District  
Anthony Williams, 9-1-1 District

1. Approval of the minutes of the meeting held July 20, 2017.

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

2. Discussion / Action FY 2017 Investment report.

Mr. Corley explained the report totals and noted that diversifying the investment funds had resulted in an increase in the interest earned. Chief Buske moved to accept the report with a second from Mr. Utz. Motion carried.

3. Discussion / Action on FY 2018 budget.

The FY 2018 Budget has gone through the approval process with the City of Bryan and the County and now only lacks final approval of the Board of Managers and the entities in the District. Commissioner Catalena moved for approval of the budget with a second from Chief Buske. Motion passed.

4. Discussion / Action on FY 2018 Dispatch Contracts with the City of Bryan, Brazos County and Blinn.

The agreements were presented to the Board for approval with the contract amounts reflected in the budget just passed. Mr. Utz moved for approval on the agreements with a second from Chief Buske. Motion carried.

5. Discussion / Action on FY 2018 TCDRS Retirement Resolution.

Mr. Corley explained the annual resolution to set the rate of matching on the District retirement fund. No cost of living adjustment will be applied this year. The matching rate has gone up slightly but that amount is reflected in the FY 2018 budget. Commissioner Catalena moved to approve the resolution with a second from Chief McCollum. Motion passed.

6. Discussion / Action on engaging auditor for FY 2017.

A proposal was received from Ingram Wallis & Company that is in line with the budgeted rate. This firm continues to provide a thorough examination of the District's financial records and will report back to the Board in January 2018. The agreement was approved on motion and second from Commissioner Catalena and Mr. Utz, respectively.

7. Discussion / Action on Director's Report of Expenditures for July and August 2017.

Mr. Corley noted that income and expenditures were right in line with the budget and with one more month to go in the fiscal year, the few remaining projects will be on track. The reports were approved on motion and second from Chief McCollum and Chief Buske, respectively.

8. Director's report and Board concerns including a discussion of current staffing levels, Board appointments and future Board of Managers meeting dates.

Mr. Corley reported that the District is fully staffed with four in training at this time. With the new budget year upcoming, efforts are already underway to staff the newly approved position. Board of Manager terms are ending for the County appointments and the Firefighters Association appointments and requests have already gone out to those entities for their appointments to the new two year terms starting in January 2018.

A special called meeting will be held in November in conjunction with the regular Board meeting to fulfill a statutory requirement to hold a public meeting on the continuation of the District. Mr. Corley also provided a list of the dates of the Board meetings to be held in 2018.

9. Hear public comments.

None heard.

10. Adjournment.

The meeting was adjourned at 11:51 pm.

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Lloyd Wassermann  
Chairman

ATTEST:

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Greta Norton  
Recording Secretary