

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, SEPTEMBER 20, 2018, 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 11:31 am with the following members present:

Lloyd Wassermann  
Kenneth Utz  
Sammy Catalena

Others in attendance:

Chief Randy McGregor, Bryan Fire Department  
Chief Joe Ondrasek, Bryan Fire Department  
Chief Jim Stewart, Brazos County Sheriff's Office  
David Villarreal, Brazos County Sheriff's Office  
Mike Buckley, Brazos County Sheriff's Office  
Bob Radtke, 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

1. Approval of the minutes of the meeting held July 19, 2018.

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

2. Discussion / Action on District Investment Report.

Mr. Corley presented the current report of investments and noted that the only change was to the interest received in the Texpool and Money Market accounts. Chief Utz moved to accept the report with a second from Commissioner Catalena. Motion passed.

3. Discussion / Action on FY 2019 Budget.

Mr. Corley presented the same budget as approved on July 19, 2018, and stated that the budget is still in the process of being approved by the City of Bryan and Brazos County. Mr. Corley reiterated that there were no changes made since the last budget approval, and that it is customary to include the final budget as part of the September Board Meeting. Chief Utz

moved to approve the FY 2019 Budget with a second from Commissioner Catalena. Motion passed.

4. Discussion / Action on FY 2019 Dispatch Contracts with the City of Bryan, Brazos County, and Blinn.

Mr. Corley presented the annual contracts for dispatching service that reflect updated dates, contact information, and contract amounts based on the recently approved budget. Chairman Wassermann asked if the new RELLIS Campus would have any impact on the contract with Blinn College, and Mr. Corley responded by stating that Blinn College would have police officers patrolling RELLIS campus and this could impact the volume of service we provide, but since they already have other satellite campuses, there would be no impact to the contract itself. Mr. Corley also stated that in terms of wording, there has been no change to any of the contracts. Commissioner Catalena moved to approve the contracts with a second from Chief Utz. Motion passed.

5. Discussion / Action on FY 2019 TCDRS Retirement Resolution.

Mr. Corley explained the annual resolution to set the matching rate on the District retirement plan. The newly proposed rate includes a 0.5% consumer price index raise for the retirees, which increased the contribution rate to 8.91% for next year. Mr. Corley also stated that this new rate is already reflected in the FY 2019 budget. Chief Utz moved to approve the resolution with a second from Commissioner Catalena. Motion passed.

6. Discussion / Action on engaging auditor for FY 2018.

A proposal was received from Ingram, Wallis & Company to perform the District's financial audit and the cost is in line with the budgeted amount. The audit would be performed in November and they typically have the final report ready for the board meeting in January. Mr. Corley noted that the cost for the audit has slowly increased over the years, but when compared to another company several years ago, the price was comparable. The agreement was approved on a motion and second from Commissioner Catalena and Chief Utz, respectively.

7. Discussion / Action on Director's Report of Expenditures for July and August 2018.

Mr. Corley noted that expenditures for the year are a little behind where we would expect to be at this point, however, there are still a few year-end expenses planned for September. At the end of the fiscal year, Mr. Corley anticipates expenditures to be around 97.5% or 98.5%. The reports were approved on a motion and second from Chief Utz and Commissioner Catalena, respectively.

8. Director's report and Board concerns including a discussion of current staffing levels, Board appointments, update on 9-1-1 IP network upgrades, transitioning 9-1-1 Database providers, and developments on device-based hybrid (DBH) location technologies.

Mr. Corley reported that the Dispatch center is currently fully staffed and also going through a hiring cycle with the hopes of hiring 3-5 new employees in January.

The two Board representatives from the incorporated cities are due for re-appointment next year. Mr. Corley will soon be sending out letters to each city asking for nominations for those positions. If more than two nominees are submitted, then there will be a vote.

As an update to the 9-1-1 IP network upgrades, Mr. Corley reported that several pieces of equipment have already been installed at each of the sites and the project is well underway. Once completed, the network will consist of copper circuits and fiber connectivity to all PSAPs. Mr. Corley expects the project to reach completion by the end of the year.

Mr. Corley reported that the District is looking to transition from Frontier to 9-1-1 Datamaster as its 9-1-1 database provider. 9-1-1 Datamaster is used by other 9-1-1 entities across the state, and they have been pleased with their service; the cost would be less than what the District is currently paying, and their business is 100% focused on 9-1-1 database.

Mr. Corley gave an update on the new service provided by RapidSOS; cell phones will start using several different means to determine a more precise location and RapidSOS will send this information to the PSAP. Additionally, the FCC has come to an agreement with the four major wireless carriers to provide that same type of information to PSAPs, but it's unknown at this time if those companies will use RapidSOS or some other method. As part of this, they are also working on a standard for providing the z-coordinate on 9-1-1 calls.

9. Hear public comments.

Chief Stewart asked if FirstNet had any impact on the 9-1-1 system, and Mr. Corley explained that the FirstNet network is used for data only at this point and not 9-1-1 calls. Mr. Corley also stated that an incoming 9-1-1 call from a phone on the FirstNet network would appear as a regular 9-1-1 call on the AT&T network.

10. Adjournment.

The meeting was adjourned at 11:53 am.

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Lloyd Wassermann  
Chairman

ATTEST:

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Laura Blackburn  
Recording Secretary