

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, MARCH 21, 2019, 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 11:38 AM with the following members present:

Lloyd Wassermann
Sammy Catalena
Jonathan McMahan
Kenneth Utz

Others in attendance:

Chief Deputy Jim Stewart, Brazos County Sheriff's Office
Bob Radtke, College Station Police Department
Diana Wagner, Ingram, Wallis & Co.
Patrick Corley, 9-1-1 District
Laura Blackburn, 9-1-1 District
Kris Fox, 9-1-1 District
Maria Garcia, 9-1-1 District

1. Approval of the minutes of the meeting held January 17, 2019.

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

2. Discussion / Action on FY 2018 Annual Audit and Financials.

Ms. Diana Wager, of Ingram, Wallis, & Company, presented the audit report and financial statements from fiscal year 2018. She reviewed the high points of the financial statements and explained changes in the OPEB liability due to the implementation of GASB 75 requirements. Additionally, Ms. Wagner complimented District staff on the ease of examining records and consistency of method. Chief Utz moved to accept the audit report with a second from Commissioner Catalena. Motion carried.

3. Discussion / Action on District Investment Report.

Mr. Corley presented the most recent Investment Report and made a recommendation to move the maturing 24-month CD to the Money Market account since the bank has offered to match the TexPool interest rate. The Board approved the report and recommendation on a motion and second by Commissioner Catalena and Chief Utz, respectively.

4. Discussion / Action on District Investment Policy and Resolution.

The Investment Policy presented to the Board was unchanged from the previous year. Mr. Corley also explained the statutory requirement to present the Investment Policy and Resolution to the Board for review and approval on an annual basis. This Policy and Resolution were approved on a motion from Chief Utz with a second from Commissioner Catalena.

5. Discussion / Action on Director's Report of Expenditures for FY 2019.

Mr. Corley explained that since the District is now reporting income and expenditures on an accrual-basis instead of a cash-basis, financial reports for each month of the current fiscal year would be included for review at each meeting.

In looking at the most current report for February, Mr. Corley reported that income and expenditures are both on target at exactly 42%. Commissioner Catalena moved to approve the reports with a second from Chief Utz. Motion passed.

6. Discussion of FY 2020 budget including timeline and goals.

Mr. Corley explained that he plans to present a preliminary budget at the next board meeting in May and will then schedule meetings with officials at the City of Bryan and Brazos County to get everything finalized. Mr. Corley also stated that the two main goals for the next budget will be to adjust the dispatch pay scale since there was no increase last year and to also work on a backup dispatch facility in cooperation with College Station.

7. Director's report and Board concerns, including a discussion of current staffing levels, dispatch hiring process, 9-1-1 Datamaster transition, Frontier 9-1-1 Network project, and upcoming 9-1-1 funding activity in the Texas legislature.

Mr. Corley reported that dispatch staffing currently 1 over staff, but there are 2 resignations that were recently submitted, plus 3 people that were recently interviewed and given conditional job offers. He also mentioned his intent to raise the starting dispatch salary next fiscal year to \$17.00 or \$17.25 in an attempt to recruit and retain more qualified candidates.

The project of transitioning to 9-1-1 Datamaster for the ANI/ALI database is unchanged from the previous meeting. Circuits are still being installed and this phase of the project is projected to last several more months.

The project to transition the 9-1-1 network from Verizon to Frontier is about 90% complete. All 5 PSAPs have been cut over to the new Frontier network, but there is still some additional work to add fiber connectivity to the Texas A&M sites.

In reference to the 9-1-1 funding activity in the Texas legislature, Mr. Corley reported that the bill to raise wireless 9-1-1 service fees did not find any sponsors and will most likely not pass. Ultimately, if that happens, then the Texas 9-1-1 Alliance plans to try again in 2 years.

8. Hear public comments.

Chief Deputy Stewart, speaking on behalf of the Sheriff's Office and its constituents, expressed his appreciation for the great service provided by the dispatch center and the 9-1-1 District in general.

9. Adjournment.

The meeting was adjourned at 12:19 PM.

Lloyd Wassermann
Chairman

ATTEST:

Laura Blackburn
Recording Secretary