

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, MAY 21, 2020, 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 11:33 AM with the following members present:

Lloyd Wassermann
Eric Buske
Jeff Capps
Duane Peters
Kenneth Utz

Others in attendance:

Chief Randy McGregor, Bryan Fire Department
Chief Joe Ondrasek, Bryan Fire Department
Chief Ricky Van, Bryan Fire Department
Chief Cory Matthews, Bryan Fire Department
Lieutenant Steven White, Brazos County Sheriff's Office
Patrick Corley, 9-1-1 District
Laura Blackburn, 9-1-1 District
Kris Fox, 9-1-1 District
David Dibello, 9-1-1 District

1. Approval of the minutes of the meeting held January 16, 2020.

Minutes were approved on a motion and second from Chief Buske and Chief Utz, respectively.

2. Discussion / Action on FY 2021 budget.

Mr. Corley presented a preliminary budget for FY 2021 and explained all areas that will pose the greatest impact, notably, Blinn's departure from the Dispatch operations, a reduction to the travel and training budget, a contribution to the Amber Alert Network Brazos Valley, and potential supplements to the Dispatch operations to help reduce costs.

Mr. Corley explained his intent to present a few options to use as a starting point when negotiating with the City of Bryan and Brazos County later in the year. The preliminary FY 2021 budget was approved on a motion and a second from Chief Buske and Judge Peters, respectively.

3. Discussion / Action on District Investment Report

The most current Investment Report was presented. Mr. Corley explained his intent to diversify some investments into two CDs (a 12-month and a 24-month) and to transfer some funds to the Operating Account for 9-1-1 equipment upgrades. Chief Utz made a motion to approve the Investment Report and the investment strategy as outlined by Mr. Corley. The motion was seconded by Chief Buske, and passed unanimously.

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 Judge Peters with a second from Chief Buske.

5. Discussion / Action on Director's Report of Expenditures for FY 2020.

Mr. Corley presented the most recent Expenditure Reports and explained that all income and expenses were on track so far for the year. Mr. Capps made a motion to approve the reports, followed by a second from Chief Buske. Motion passed.

6. Discussion / Action on Dispatch Quarterly Reports.

Financial reports were presented that represent third quarter revenue and expenditures for Dispatch only. Mr. Corley explained that all finances are right on track and there is nothing significant to report. The reports were approved on a motion from Chief Utz with a second from Judge Peters.

7. Director's report and Board concerns, including a discussion of current staffing levels, dispatch hiring process, COVID-19 response, CSPD move, & back-up center progress.

A report showing current staffing levels was presented that showed the Dispatch center recently hired six new Dispatchers, some of which have prior experience. These additional employees will fill a few upcoming vacancies that are expected in the Dispatch center.

Mr. Corley explained some of the changes made in the Dispatch operations and the Administrative operations in response to the COVID-19 Pandemic. Specifically, additional screening questions during call processing, utilization of the new Dispatch Back-up Center, employees working from home, and video-conferencing.

An overview was provided on the recent completion of two major projects: the CSPD 9-1-1 equipment move and the new Back-up Dispatch facility at Fibertown.

8. Hear public comments.

No comments were heard.

9. Adjournment.

The meeting was adjourned at 12:31 PM.

Lloyd Wassermann
Chairman

ATTEST:

Laura Blackburn
Recording Secretary