

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, MARCH 11, 2021, 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 11:32 AM with the following members present:

Lloyd Wassermann  
Eric Buske  
Jeff Capps  
Duane Peters  
Kenneth Utz

Others in attendance:

Chief Joe Ondrasek, Bryan Fire Department  
Chief Ricky Van, Bryan Fire Department  
Chief Paul Martinez, Brazos County Sheriff's Office  
Chief Chris Perkins, College Station Police Department  
Chuck Fleeger, Amber Alert Network Brazos Valley  
Scott Krchnak, Ingram, Wallis, & Co.  
Patrick Corley, 9-1-1 District  
Laura Blackburn, 9-1-1 District  
Kris Fox, 9-1-1 District  
David Dibello, 9-1-1 District  
Halley Challis, 9-1-1 District

1. Approval of the minutes of the meeting held January 21, 2020.

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

2. Discussion / Action on FY 2020 Annual Audit and Financial Statements.

Scott Krchnak , from Ingram, Wallis & Co., gave a short presentation to highlight their findings related to their review of the District financial statements for the year ended September 30, 2020. Mr. Krchnak stated that they rendered an unmodified opinion of the District's financial statement, which is the best opinion an entity can receive. He also highlighted the sections on revenue, OPEB liabilities, and cash flows. Board members were given the opportunity to ask any questions and the audit report was accepted unanimously by the Board on a motion from Mr. Capps and a second from Chief Buske.

3. Discussion / Action on District Investment Report.

Mr. Corley gave an overview of the District's current investments and outlined a plan to transfer some funds in March in accordance with our long term investment strategies. The Board expressed support for the plan and approved the report on a motion from Chief Utz and a second from Chief Buske.

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

Mr. Corley reviewed the District's Investment Policy which requires annual approval by the Board of Managers. A small section of text was removed to clarify language related to investment officer training. No other changes to the document were made. The resolution was adopted on a unanimous vote with a motion coming from Mr. Capps and a second from Chief Utz.

5. Discussion / Action on Director's Report of Expenditures for FY 2021.

Mr. Corley highlighted notable discussion points from the District's latest financial reports. Revenues and on track with expectations. Expenses are slightly low at this point due to some capital projects which will not be paid for until later in the year. The Board approved the report on a motion for acceptance by Chief Buske and second from Mr. Capps.

6. Discussion of FY 2022 budget including timeline and goals.

Mr. Corley outlined his plans for the FY 2022 budget and highlighted some of the major impacts and challenges. The changes include a small shift in dispatch funding from the City of Bryan to Brazos County, pay scale adjustments, the retirement of the District's QA Manager, HB 2911, and upcoming capital projects. A basic timeline for the process was also outlined. No action was taken on this agenda item.

7. Director's report and Board concerns, including a discussion of current staffing levels, dispatch hiring process, update on capital projects, recent Amber Alert notifications, COVID-19 impacts, and winter weather impacts.

Mr. Corley reviewed the current staffing report noting that the District is short by 4 dispatchers. Attracting and retaining qualified applicants is becoming more and more of a challenge. An overview of the current hiring cycle was presented to the Board and the District expects to hire 4-6 dispatchers by mid-April. Mr. Corley then gave an overview and timeline update for the District's new administrative phone system and the mid-cycle refresh of the 9-1-1 system, which should be complete by the end of the summer. Mr. Corley gave a brief overview of Amber Alert activations recently on behalf of the Madison County Sheriff's Office and the College Station Police Department noting the improved quality and reliability gained by using the CodeRED system for activations. COVID-19 impacts are trending down following a spike in January. Impacts from the recent winter storm were minimal. Power was lost at the College Station

Police Department which impacted their 9-1-1 workstations and our Host B 9-1-1 Servers. Calls during that brief outage were answered at the Bryan PSAP

8. Hear public comments.

No comments were made from the public.

9. Adjournment.

The meeting was adjourned at 12:22 PM.

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Lloyd Wassermann  
Chairman

ATTEST:

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Laura Blackburn  
Recording Secretary