

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, NOVEMBER 17, 2022, 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 11:30 AM with the following members present:

Lloyd Wassermann
Nancy Berry
Eric Buske
Jeff Capps
Kenneth Utz

Others in attendance:

Chief Jordan Gallagher, Bryan Fire Department
Chief Paul Martinez, Brazos County Sheriff's Office
Chief Chris Perkins, College Station Police Department
Cindy Synwolt, College Station Police Department
Patrick Corley, 9-1-1 District
Laura Blackburn, 9-1-1 District
Kris Fox, 9-1-1 District
Ray Pheris, 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 September 15, 2022.

Minutes were approved unanimously following a motion from Commissioner Berry and a second from Chief Buske.

2. Discussion / Action on District Investment Report.

Mr. Corley presented the most recent investment report and noted that the only change was accrued interest. Mr. Corley also pointed out that he needed to make a correction to the report; the interest in Texpool should be 3.0% instead of 3.6%. Chief Buske made a motion to approve the District Investment Report. The motion was seconded by Chief Utz and passed unanimously.

3. Discussion / Action on Director's Report of Expenditures for FY 2022 and FY 2023.

Mr. Corley reviewed the latest expenditure reports with the Board. The final FY 2022 report shows revenue at 100% and expenditures at 99%. The FY 2023 report was only for 1 month and both revenue and expenditures were on track. No questions were asked by the Board and the reports were approved unanimously following a motion and a second from Commissioner Berry and Mr. Capps, respectively.

4. Discussion / Action on FY 2022 year-end Dispatch financial reports.

The fourth quarter Dispatch Financial Reports were presented to the Board that showed Dispatch expenditures at 100.6% for both the City of Bryan and Brazos County. Mr. Corley is pleased with these numbers and no questions were asked by the Board. Chief Buske made a motion to approve the reports. The motion was seconded by Chief Utz and passed unanimously.

5. Discussion / Action on Board member appointments.

The two board members representing the municipalities have terms expiring at the end of the year. Mr. Corley sent notices to all five municipalities on September 22nd and only received two nominations in response; the City of Bryan nominated Chief Eric Buske and the City of College Station nominated Chief Billy Couch. Their 2-year terms will begin on January 1, 2023.

Mr. Corley presented Mr. Capps with a District challenge coin and thanked him for his support of the 9-1-1 District and for his service on the 9-1-1 Board for the past several years.

6. Discussion / Action on proposed Board of Managers meeting dates for calendar year 2023.

Meeting dates were presented for 2023 Board meetings. Commissioner Berry made a motion to approve the proposed dates. The motion was seconded by Chief Utz and passed unanimously.

7. Director's report and Board concerns, including a discussion of current staffing levels, an update on statewide efforts to increase wireless 9-1-1 fees, progress on our transition to Next Generation Core Services, status of the NG9-1-1 grant reimbursements, the latest on facility and CAD consolidation, and an update on our FY 2022 financial audit.

Mr. Corley presented the latest staffing report which, based on the FY 2023 budget, showed 35 Dispatch positions instead of the previous year's 34. There are three new Dispatchers scheduled to start work by the end of the month, which will bring the staffed positions to 30.

Regarding the statewide efforts to increase wireless 9-1-1 fees, Mr. Corley stated that the 9-1-1 Alliance has finalized the wording on the legislation that they will propose, which includes raising the wireless fee from \$0.50 to \$0.85 per line. The legislation also includes setting aside 3% of the total fees for the smaller 9-1-1 Districts. Their next step is to find a sponsor for the bill. CSEC is also working a similar bill to increase wireless fees from \$0.50 to \$0.75. It's likely that at some point these two bills could merge together into one bill.

The project to transition to Next-Gen Core Services has started and there have been several meetings with the vendor, Motorola. The projected go-live is still September, 2023, with everything projected to be finalized around January, 2024. Mr. Corley stated there is a projected non-recurring cost of \$105,000 for this project, which is why the District needs to keep some liquidity in the investment accounts.

Mr. Corley stated that he has submitted two reimbursement requests to the state for the NG9-1-1 grant funding; one for \$12,000 for the host-to-host network connection and another for \$9,000 for the mapping element required for Next-Gen Core Services. The state has indicated there is about a 60-day turnaround on reimbursements. Mr. Corley also stated that he hopes to receive around \$500,000 in total reimbursements by the end of the grant period, which is December, 2024.

Regarding the project for a new facility, Mr. Corley recently met with Chief Stewart, who is the project manager of the new facility project, and he indicated that Judge Peters is committed to making this project happen. The next step is for Mr. Corley and Chief Stewart to give presentations to both city councils and commissioner's court after January 1, 2023.

The CAD consolidation project is also moving forward, and there have been several meetings with City of Bryan, City of College Station, and Texas A&M Police Department. The City of Bryan IT Department is currently working on finding a consulting firm to help with the project.

The annual financial audit started earlier in November and the final report is expected to be completed in January.

8. Discussion / Action on proposal to amend dispatch staffing level and pay scale for FY 2023.

Mr. Corley stated that since Dispatch staffing is at a historically low level, he would like to propose re-allocating funds that were recently added to the budget for a new Dispatch position in order to adjust the Dispatch pay scale and give a \$0.50 per hour pay increase to all Dispatch employees. If approved, Mr. Corley would like the pay increase to be retroactive to the current pay period that began on November 5, 2022. This would equate to an average of a 2.2% pay increase across the board. Mr. Corley hopes that this will have a positive impact on recruiting and retention of employees. This will also return the number of budgeted dispatch positions to

34. Chief Buske expressed his approval of the re-allocation of funds and made a motion to approve this proposal. The motion was seconded by Chief Utz and passed unanimously.

9. Hear public comments.

No comments were heard.

10. Adjournment.

Meeting was adjourned at 12:00 PM.

Lloyd Wassermann
Board of Managers

ATTEST:

Laura Blackburn
Recording Secretary