

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, NOVEMBER 16, 2023, 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
Blake Busse
Billy Couch

Others in attendance:

Chief Rich Giusti, Bryan Fire Department
Chief Deputy Paul Martinez, Brazos County Sheriff's Office
Trevor Lansdown, Brazos County
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

PUBLIC HEARING:

1. Hear public comments regarding the participation of the District in the regional plan for 9-1-1 service as outlined in Chapter 771 of the Texas Health and Safety Code.

There were no comments during the statutorily required hearing.

2. Close public hearing.

The public hearing was closed at 11:33 AM.

REGULAR MEETING TO CONVENE IMMEDIATELY FOLLOWING PUBLIC HEARING:

1. Approval of the minutes of the meeting held September 21, 2023.

Minutes were approved unanimously on a motion and a second from Commissioner Berry and Chief Buske, respectively.

2. Discussion / Action on resolution approving the continuation of the Brazos County Emergency Communications District and its service fee.

Commissioner Berry moved to approve the resolution, approving the continuation of the District and its service fee. The motion was seconded by Mr. Busse, and the resolution passed unanimously.

3. Discussion / Action on District Investment Report.

Mr. Corley presented the most recent investment report and noted that a CD would be maturing in December. Mr. Corley stated that he checked CD rates recently and the best rates seem to be with the 13-month CDs, so that's the route he will most likely take. A motion to approve the Investment Report was made by Chief Buske and was seconded by Chief Couch. The motion passed unanimously.

4. Discussion / Action on Director's Report of Expenditures for FY 2023 and FY 2024.

Mr. Corley presented financial reports showing that final expenses for FY 2023 were at 101% and revenue was a little higher than expected as well. For FY 2024, only the month of October is available and expenses are at 7%. The reports were approved unanimously following a motion from Commissioner Berry and a second by Mr. Busse.

5. Discussion / Action on FY 2023 year-end Dispatch financial reports.

The year-end Dispatch financial reports were presented which showed expenses at 100.8% for both the City of Bryan and Brazos County, and Mr. Corley is pleased with these reports. Chief Buske made a motion to approve the reports. The motion was seconded by Commissioner Berry and passed unanimously.

6. Discussion / Action on Board member appointments.

Mr. Corley announced that he has received official notice from Brazos County that Lloyd Wassermann and Nancy Berry were reappointed to their seats on the Board; also, Blake Busse was reappointed to represent the Volunteer Fire Departments.

7. Discussion / Action on proposed Board of Managers meeting dates for calendar year 2024.

Board meeting dates for 2024 were presented which follow the same pattern of the third Thursday in odd-numbered months. These dates were approved on a motion and a second by Commissioner Berry and Chief Couch, respectively.

8. Discussion / Action on Multi-agency CAD Consolidation and Feasibility Study.

Mr. Corley presented and briefly reviewed the final report from Mission Critical Partners regarding their CAD consolidation study. Overall, the report outlines several ways in which dispatch centers in Brazos County could consolidate physically, technologically, procedurally, or a combination thereof. Chief Couch commented that the City of College Station is in the process of examining areas that would be impacted by a consolidation at any level so that their city management can make an informed decision going forward.

9. Director's report and Board concerns, including a discussion of current staffing levels, financial audit update, statewide efforts to increase wireless 9-1-1 fees, our transition to Next Generation Core Services, the NG9-1-1 grant program status, and progress on new dispatch facility.

Mr. Corley presented the latest staffing report, which shows overall staffing at 89% with five vacancies. A new hiring cycle started about 6 weeks ago and Mr. Corley stated that the goal is to hire four dispatchers from that pool of candidates.

The independent financial audit by Ingram, Wallis, & Company is underway and going well. The final report should be ready to present at the January board meeting.

In reference to the increase in wireless 9-1-1 fees, since Texas Proposition 8 passed, it is now up to the Comptroller to determine the rules to distribute the funds. The only restrictions are that the funds need to be spent on Next Generation 9-1-1 expenses.

Mr. Corley gave an update on the project to transition to Next-Gen Core Services. There are a few more delays in the project due to some issues in scheduling Motorola field engineers to do some equipment installations. The goal is to get this done at the end of November in hopes to go live just after the first of the year.

Regarding the NG9-1-1 grant program, Mr. Corley stated that there is still \$434K remaining from the grant, and he found out from the state that they will not allow a lump sum payment and reimbursement so it will have to be done on a monthly basis.

Regarding the new facility project, Mr. Corley and Chief Stewart have continued to meet with Judge Peters and others at Brazos County, and their intent is to have the county pay for the facility and then develop some sort of payment plan for all participating entities. Mr. Corley presented a project timeline that anticipates construction to start mid-2026. Therefore, any entity wishing to participate in the combined communications center has until the end of April 2024 to finalize their commitment.

10. Hear public comments.

Mr. Wassermann wished everyone a safe and happy holiday season.

11. Adjournment

Meeting was adjourned at 11:57 AM.

Eric Buske
Board of Managers

ATTEST:

Laura Blackburn
Recording Secretary