

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, DECEMBER 15, 2011, 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 11:44 am with the following members present:

Ron Mayworm, Chairman
Chief Mike Donoho
Chief R. B. Alley
Judge Duane Peters
Commissioner Lloyd Wassermann

Others in attendance:

Chief Eric Buske, Bryan Police Department
Chief Peter Scheets, Bryan Police Department
Chief Randy McGregor, Bryan Fire Department
Hugh Walker, City of Bryan
Angela Deluca, City of Bryan
Ronnie Horcica, College Station Police Department
Zeta Fail, College Station Police Department
Patricia Meronoff, Attorney for the District
Elizabeth Godwin, 911 District
Patrick Corley, 911 District
Greta Norton, 911 District
Kathi Koppenhaver, 911 District
Laura Blackburn, 911 District

PUBLIC HEARING:

1. Open public hearing to determine continuation of the Brazos County Emergency Communications District and its service fee.

Mr. Mayworm solicited public comment. None heard.

2. Close public hearing.

REGULAR MEETING CONVENED IMMEDIATELY FOLLOWING PUBLIC HEARING.

1. Approval of the minutes of the meeting held September 29, 2011.

Chief Donoho moved for approval of the minutes with a second from Commissioner Wassermann. Motion carried.

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

Mr. Mayworm read the resolution in it's entirety and it was adopted on motion and second from Chief Alley and Judge Peters, respectively.

3. Discussion / Action on the Interlocal Agreement for Street Naming.

Mrs. Godwin explained that Mrs. Meronoff had put together an interlocal agreement to be presented to the legal departments of both Cities and Brazos County for review and submission to the City Councils and the Commissioners Court.

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

Mrs. Godwin reported that after review with the District's accountants, GASB 54 compliance is not required for the District however, the investment policy is reviewed every year and no changes are recommended at this time. The annual renewal of the investment resolution was approved on motion and second from Commissioner Wassermann and Chief Donoho, respectively.

5. Discussion / Action on presentation of Investment Report for quarter ending September 30, 2011.

Mrs. Godwin presented the Investment report for the quarter ending September 30, 2011 and it was accepted on motion and second from Chief Alley and Judge Peters, respectively.

- 6 Discussion / Action on personnel review process for Executive Director.

Mr. Mayworm explained that the evaluation committee had met several times in order to refine the evaluation format. Judge Peters moved that the Committee proceed with the evaluation form with a second from Commissioner Wassermann. Mr. Mayworm noted that he would like the process to start immediately in order to include the evaluation of outgoing Board member Chief Donoho. Motion carried.

7. Discussion / Action on presentation of Director's Report of Expenditures for August and September 2011.

Mrs. Godwin presented the Director's Report of expenditures for August and September 2011, with August being a revised version of a report previously presented to the Board. The September report represents 100 percent of the budget year and she noted that personnel costs were higher than anticipated due to vacancies. Judge Peters moved for acceptance of the reports with a second from Chief Alley. Motion carried.

8. Director's report and Board concerns including staffing levels and statistics, Board appointments, employee recognition, and a report on training attended.

Mrs. Godwin reported that Mr. Mayworm had been re-appointed to the Board by the Volunteer Fire Fighters Association. The ballots for Chief Donoho's replacement representing the cities will be tabulated in January of 2012 and notification will be sent out. Chief Donoho questioned the process for soliciting Board nominations and will be making some information available to all of the Board members for future discussions. Mrs. Godwin discussed staffing levels and training. A plaque was presented to Chief Donoho to honor his years of service to the 911 Board of Managers.

9. Hear public comments.

None heard.

10. Adjournment.

Meeting was adjourned at 12:31 pm on motion and second from Judge Peters and Commissioner Wassermann, respectively.

R. G. Mayworm
Chairman

ATTEST:

Greta Norton
Recording Secretary