

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, SEPTEMBER 19, 2024, 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
Nancy Berry
Blake Busse
Billy Couch
Dean Swartzlander

Others in attendance:

Jim Stewart, Brazos County Judge's Office
Shannon Covey, Brazos County Emergency Management
Lieutenant David Villarreal, Brazos County Sheriff's Office
Owen Brocksmith, Brazos County Sheriff's Office
Chuck Fleeger, Amber Alert Network Brazos Valley
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 July 18, 2024.

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

2. Discussion / Action on District Investment Report.

Mr. Corley presented the most recent investment report and explained that all of the CDs at Brenham National Bank had matured and were moved into a CD at a new local bank called Bank of B/CS at a rate of 4.92% for 11 months. The District also opened a money market account at the Bank of B/CS and is considering opening a bank bid process for the main operating account. Chief Swartzlander made a motion to approve the investment report. The motion was seconded by Mr. Busse and passed unanimously.

3. Discussion / Action on Director's Report of Expenditures for FY 2024.

Mr. Corley presented financial reports showing revenue at 111% and expenses at 91%. Revenue will remain high throughout the remainder of the fiscal year because of the one-time influx of funds from the state for Next-Gen 9-1-1 services. Overall, Mr. Corley is pleased with these numbers and explained that financially, the District is on track to end the fiscal year within our budget expectations. These reports were approved unanimously following a motion from Mr. Busse and a second by Chief Swartzlander.

4. Discussion / Action on final approval of the FY 2025 Budget and Service Fee resolution.

The FY 2025 Budget was presented and Mr. Corley explained that no changes had been made since it was last approved at the July board meeting; the budget was passed by the commissioner's court and sent to all municipalities within the District for their review. Mr. Corley also explained that there is a resolution that coincides with the passing of the budget that confirms the 9-1-1 service fees set by the District. Having a separate resolution for this makes it easier to send to service providers when requested. Commissioner Berry made a motion to approve the reports. The motion was seconded by Chief Couch and passed unanimously.

5. Discussion / Action on FY 2025 Dispatch Contracts with the City of Bryan and Brazos County.

Mr. Corley presented the FY 2025 contracts for dispatch services with the City of Bryan and Brazos County. He explained that no changes had been made to them since last year, with the exception of the funding amount from the budget that was just approved. There were no questions or concerns by the Board and the contracts were approved unanimously following a motion from Chief Swartzlander and a second from Chief Couch.

6. Discussion / Action on TCDRS Plan Agreement for Plan Year 2025.

The TCDRS Plan Agreement for 2025 was presented as part of the budget that was previously approved. The Plan Agreement confirms the District's contribution rate of 12.64%, which includes a Group Term Life Insurance policy for active employees and a 30% CPI increase for retirees. The TCDRS Plan Assessment was approved unanimously following a motion and a second from Mr. Busse and Chief Swartzlander, respectively.

7. Director's report and Board concerns, including a discussion of current staffing levels, 9-1-1 Board appointments, and updates on funding, facilities, and technology improvements.

Mr. Corley presented the latest staffing report which shows Dispatch staffing at 88% with five vacancies. The District plans to start a new hiring process in October with the hopes of having new trainees start working in January. Mr. Corley explained that the District is looking at ways to train call-takers in groups rather than one-on-one as a way to provide some relief for the trainers.

The two board members representing all five municipalities are expiring at the end of the year. Mr. Corley will soon be sending out nomination requests to all the municipalities with the exception of the City of Bryan since they have already submitted their nomination of Chief Dean Swartzlander for that position. If the District receives more than one additional nomination, then Mr. Corley will need to send out a voting ballot.

The Texas 9-1-1 Alliance still plans to work to increase the wireless service fee, and their focus now is getting the Lieutenant Governor's office on board.

The project of transitioning to Next Generation Core Services is now complete with 100% of service providers routing their calls to the new core. Mr. Corley explained that in terms of 9-1-1 technology, Brazos County is as advanced as it can be at this point. Now the burden is on the service providers to start sending data in a more advanced format using i3 standards. The FCC has recently issued a Report and Order that gives a timeline for these service providers to meet this standard.

Mr. Corley gave an overview of changes that were made to the local 9-1-1 network in response to the Frontier circuit that caused a network storm, which in turn, caused a 9-1-1 outage. The 6 Mb copper circuit between Host A and Host B will be replaced with a 50 Mb fiber circuit, and this should be completed in October. Additionally, the District is still working on adding redundancy to the non-emergency phone lines.

In regards to the status of the new dispatch facility, Mr. Corley explained that he had reached out to Jim Stewart and there was going to be a meeting with the Judge about it, but it was canceled at the last minute. Mr. Corley will hopefully have more updates soon about this.

8. Hear public comments.

No comments were heard.

9. Adjournment

The meeting was adjourned at 11:51 AM.

Blake Busse
Board of Managers

ATTEST:

Laura Blackburn
Recording Secretary