

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, JANUARY 16, 2025, 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 11:38 AM with the following members present:

Lloyd Wassermann  
Richard Mann  
Dean Swartzlander

Others in attendance:

Deputy Chief Jordan Gallagher, Bryan Fire Department  
Lieutenant David Villarreal, Brazos County Sheriff's Office  
Chief Billy Couch, College Station Police Department  
Asst. Chief James Arnold, College Station Police Department  
Cindy Synwolt, College Station Police Department  
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  
Halley Challis, 9-1-1 District  
Ashley Williams, 9-1-1 District

1. Approval of the minutes of the meeting held January 16, 2025.

Minutes were approved unanimously following a motion and a second by Chief Mann and Chief Swartzlander, respectively.

2. Discussion / Action on District Investment Report.

Mr. Corley presented the latest investment report and explained that the only changes were the addition of some accrued interest and a transfer of \$500,000.00 to the Texpool account. Of that amount, \$300,000.00 came from the operating account at First Financial Bank and \$200,000.00 came from the money market account at First Financial Bank. Chief Swartzlander made a motion to approve the investment report. The motion was seconded by Chief Mann and passed unanimously.

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

The 2025 District Investment Policy was presented to the Board. Mr. Corley stated that there is a statutory requirement to approve it each year and the one presented is unchanged from the previous year. Chief Mann questioned why Commercial Paper is listed as an authorized investment and a prohibited investment. Mr. Corley stated that he would research and get clarification for the Board. He also stated that Commercial Paper is a type of investment that the District has not utilized.

Chief Mann also asked if the District had ever consulted with a financial advisor for investment strategies. Mr. Corley explained that he had not consulted with one and that it was probably not necessary if the ultimate goal for the District is to remain conservative and preserve principal. However, if the District was to explore some of the more complicated investment types, then it would make sense to consult with a financial advisor.

Chief Swartzlander made a motion to approve the Investment Policy and Resolution. The motion was seconded by Chief Mann and passed unanimously.

4. Discussion / Action on Director's Report of Expenditures for FY 2025.

Mr. Corley presented financial reports for FY 2025 showing revenue at 49% and expenditures at 53%. Expenditures are currently a little low at this point in the fiscal year and Mr. Corley attributes this to the vacancies in the Dispatch center. Additionally, there are some capital purchases in the works, which will be reflected on the financial reports at the next meeting.

Chief Mann inquired about the amount of unencumbered funds and how they are invested. Mr. Corley explained that if and when the operating account gets too large, funds are moved over to other money market accounts or the Texpool account.

The reports were approved unanimously following a motion from Chief Swartzlander and a second from Chief Mann.

5. Discussion / Action on Quarterly Dispatch financial reports for FY 2025.

The Quarterly Dispatch financial reports for the second quarter of FY 2025 were presented showing expenditures at 46.7% at the end of the year for both the City of Bryan and Brazos County. Mr. Corley explained that this number is lower than expected because of the vacancies in the Dispatch center. Several Dispatchers are expected to be hired in the coming weeks so this number should improve.

There were no questions or concerns from the Board and all reports were approved unanimously following a motion by Chief Swartzlander and a second by Chief Mann.

6. Discussion / Action on TCDRS Plan Assessment and Summary Valuation.

Mr. Corley presented the 2026 TCDRS Plan Assessment, which outlines the required retirement contribution rate for next year. The current contribution rate is 12.59% and the rate for 2026 will go down to 12.31%. Additionally, the Group Term Life rate will go from 0.05% to 0.06% in 2026.

Mr. Corley also presented the TCDRS Summary Valuation, which goes into much more detail about the actuarial measurements used in determining the District's funding ratio and required contribution rate.

No questions were asked by the board and no action was taken.

7. Discussion of FY 2026 budget including timeline and goals.

The preliminary FY 2026 budget was presented to the board, and Mr. Corley reviewed items in the proposed budget that were most significant. Notable items for 9-1-1 funding were a 5% wage increase for 9-1-1 funded employees, subsequent increases in benefits that are tied to wages, an increase in NGCS monthly recurring costs that were previously funded by NG911 grant funds, and funding for an automated non-emergency call triage system using AI.

Capital outlay was less than the previous year, but included an additional 9-1-1 workstation at Texas A&M Police Department, additional 9-1-1 network redundancy, and funding for CAD interfaces.

The only notable item on the Dispatch funding side of the budget was an increase to the Dispatcher pay scale and corresponding benefits.

Chief Mann asked a few questions regarding implementation of the non-emergency triage system and Dispatch pay scale.

The preliminary FY 2026 budget was approved unanimously following a motion by Chief Swartzlander and a second by Chief Mann.

8. Director's report and Board concerns, including a discussion of current staffing levels, an update on wireless fee legislation, recent building issues, moving the date/location of future board meetings, and the Kent Street facility.

Mr. Corley presented the latest staffing report that shows Dispatch staffing at 88% with five vacancies, and there are four dispatchers in training and potentially seven that will start working in July.

In regards to the wireless fee legislation, Mr. Corley explained that the bill proposed by the Texas 9-1-1 Alliance was presented to the state senate but was never brought up for a vote, so there is very little chance of it making it any further at this time. There are still plans to continue these efforts in the next legislative session.

Mr. Corley gave an update to the Board regarding on-going facility problems that the District experiences on a regular basis, specifically HVAC problems, a significant power failure, as well as issues with the elevator being out of service for several weeks at a time on multiple occasions.

Regarding the Kent Street facility, Mr. Corley explained that Brazos County now owns the facility on Kent Street and the next step is for them to have funding in their FY 2026 budget to do architectural and design work on the building.

The next board meeting will be moved one week later to July 24, 2025.

9. Hear public comments.

No comments were heard.

10. Adjournment

The meeting was adjourned at 12:34 PM.

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Lloyd Wassermann  
Board of Managers

ATTEST:

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Laura Blackburn  
Recording Secretary