MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, JULY 16, AT 2:00 P.M.
BRAZOS COMMUNITY EMERGENCY OPERATIONS CENTER
110 N MAIN ST, SUITE 100, BRYAN, TEXAS
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Call to order.

Meeting was called to order at 2:00 P.M. with the following members present:

Lloyd Wassermann
Fred Brown
Richard Mann

Others in attendance:

Asst. Chief Jason Nored, Bryan Fire Department
Chief David Cooper, South Brazos County Fire Department
Mike Montgomery, Brazos County Firefighter's Association
Jason Ware, Brazos County Emergency Management
Lieutenant David Villarreal, Brazos County Sheriff's Office
Cindy Synwolt, College Station Police Department
Krystina Tran, Texas A&M University 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
Halley Challis, 9-1-1 District
Angelina Lewis, 9-1-1 District
Alicia Lemieux, 9-1-1 District
Kaylyn Juengerman, 9-1-1 District
Adrienne Vessell, 9-1-1 District

1. Approval of the minutes of the meeting held May 21, 2026.

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

2. Discussion / Action on District Investment Report.

Mr. Corley presented the monthly investment report. The District's 12-month CD at Huntington Bank (formerly Cadence Bank, formerly Bank of B/CS) matures on July 23. The account currently holds $1.1 million and will earn approximately $44,000 in interest upon maturity.

Mr. Corley also reported that current renewal rates at Huntington Bank are lower than the District's existing rate, with a 5-month CD at 3% and a 9-month CD at 3.5% currently offered; the bank indicated some customers are being offered renewals closer to the current rate (approximately 4%), though this remains uncertain given the bank's recent ownership changes. Mr. Corley is continuing to follow up.

The Board discussed alternatives, including TexPool, which currently holds a liquid balance of $3.9 million and is earning approximately 3.65%–3.7% interest — a rate more favorable than the CD renewal options discussed. Mr. Corley will continue shopping additional banks for competitive offers before a decision is required (approximately two weeks after the CD matures) and will select the best available rate, whether that is a renewed CD or a transfer to TexPool.

The investment report was approved unanimously following a motion by Commissioner Brown and a second by Chief Mann.

3. Discussion / Action on Director's Report of Expenditures for FY 2026.

Mr. Corley reviewed the May revenue report and June expenditure report. Revenue is at 66% of budget against 67% of the fiscal year elapsed; accounting for the pending $44,000 in interest earnings, revenue is approximately four-tenths of a percent off projection — not considered a concern.

Total expenditures stand at 78% against 75% of the year elapsed. Mr. Corley explained this is attributable to the District's biweekly payroll cycle (the third quarter included seven payrolls, versus six in the remaining quarter), and that expenditures are effectively tracking close to expectations (approximately 77%).

The Board asked about the Communications and Call Processing line, which is at 90%. Mr. Corley explained this reflects a one-time PRI (phone line) rate increase from Frontier; the District has since renegotiated to lower rates going forward, with the increase tied to the District's upcoming facility move, which prevented a standard five-year contract renewal.

Chief Mann made a motion to approve the report. The motion was seconded by Commissioner Brown and passed unanimously.

4. Discussion / Action on Quarterly Dispatch financial reports for FY 2026.

Mr. Corley presented the quarterly dispatch financial reports for the City of Bryan dispatch operation and the Brazos County dispatch operation. Both reports show expenses at 78.2% of budget, again attributable to wages and benefits tracking slightly high due to the payroll cycle described under Item 3 (expected to normalize to approximately 77%).

Chief Mann made a motion to approve the report. The motion was seconded by Commissioner Brown and passed unanimously.

5. Discussion / Action on engaging auditor for FY 2026.

Mr. Corley reported that, at the Board's request, they solicited proposals from alternative audit firms in addition to the District's long-standing auditor, Ingram, Wallis and Company. Proposals received were as follows:

- Ingram, Wallis & Company (incumbent): not-to-exceed price of $14,500 for the FY 2026 audit.
- Thompson, Derrig, & Craig: rough estimate of at least $50,000.
- Seidel Schroeder (Brenham office) with public-fund audit experience: estimated first-year cost of $21,500–$23,500, with ongoing engagements estimated at $17,500–$19,500.

The Board discussed the value of obtaining a fresh perspective versus the added cost of switching firms, noting the District has used Ingram Wallis for approximately 15 years without prior issues. The Board agreed that requesting a different lead/managing auditor within Ingram Wallis would provide a fresh set of eyes while retaining continuity and controlling cost. Mr. Corley will have Ingram Wallis revise the engagement letter to reflect this requirement before execution.

A motion was made by Chief Mann to approve engaging Ingram, Wallis and Company for the FY 2026 audit, with the caveat that their scope of work include a different managing/lead auditor than in prior years. The motion was seconded by Commissioner Brown and passed unanimously.

6. Discussion / Action on FY 2027 Budget.

Mr. Corley presented an updated FY 2027 budget proposal, revised from the version reviewed at a prior budget workshop. The most significant change relates to employee health insurance: the District's current carrier, Curative, proposed a 68% premium increase (versus an anticipated 15% increase discussed at the workshop), driven by the District's claims experience over the past year.

As a result, the District plans to move to a Blue Cross Blue Shield PPO plan paired with a medical expense reimbursement plan (MERP) administered by a company called the Difference Card. The PPO plan carries a $7,500 individual / $15,000 family deductible; each covered person receives a $5,000 preloaded debit card (the Difference Card) usable toward deductible expenses, copays, doctor visits, urgent care, emergency room visits, and prescriptions (but not over-the-counter items). Employee out-of-pocket exposure is capped at approximately $2,500 (the gap between the $5,000 card and the $7,500 deductible). The card resets annually and does not roll over. The District's estimated cost is $2,700 per covered employee, with any unspent amount (based on group experience) refunded to the District at year-end. Vision and dental coverage, provided separately, renewed at the same rate as last year.

This health insurance change reduces the proposed budget by approximately $62,600 relative to the original proposal. Combined with a reduction in the TCDRS contribution rate from 11.63% to 11.31% (deferring a CPI-based retiree increase, which can only be applied once every three years without a permanent actuarial impact) and a modest reduction in the audit line item (reflecting the $14,500 not-to-exceed audit proposal), the revised budget is approximately $75,742 less than the version reviewed at the prior budget workshop.

Mr. Corley noted the District's overall percentage increase is driven largely by capital expenditures related to the facility move, while the County's increase is driven primarily by the addition of one dispatcher position to staff the county fire radio during the day, along with pay scale adjustments weighted toward more experienced dispatchers (up to a 6% increase for tenured staff, approximately 2.6% at the starting rate). Mr. Corley identified minor typographical corrections still needed, including updating the five-year forecast page and correcting the TCDRS contribution rate figure (11.63% to 11.31%) in the detailed budget sections; the underlying dollar figures are correct. Once finalized, the budget will be resubmitted to the City of Bryan and Brazos County for their respective approval processes.

Commissioner Brown made a motion to approve the FY 2027 Budget. The motion was seconded by Chief Mann and passed unanimously.

7. Director’s Report and Board Concerns

a. Current Staffing Levels

The District is currently two dispatchers over its authorized staffing level. Four new dispatchers started this week, three of whom have prior dispatch experience. The Quality Assurance and Training Manager position is currently vacant following the departure of Ray Pheris, who accepted a position with a dispatch center in Austin. Mr. Corley is evaluating whether to refill the position or restructure the quality assurance program and does not intend to fill the vacancy immediately in order to manage overall wage spending. A plan will be presented to the Board at an upcoming meeting.

b. TAMU PD’s Transition to Primary PSAP

Approximately 60 days after Texas A&M University Police Department transitioned to serving as the primary Public Safety Answering Point (PSAP) for its jurisdiction, staff reported no issues. TAMU PD received approximately 650 9-1-1 calls during this period, of which 86% were routed directly to TAMU PD based on automatic location-based routing — approximately 560 calls that previously would have required a transfer from College Station. Mr. Corley explained that the remaining calls default to older cell-tower-sector-based routing when a caller's precise GPS location cannot be established within the call setup window, and that this percentage should continue to improve as location-based routing technology matures across carriers.

c. Shared PSAP Radio Channel

The District is continuing to pursue an encrypted, dedicated dispatch-to-dispatch radio channel intended to reduce reliance on phone calls between dispatch centers and provide redundancy during multi-jurisdictional incidents. The channel has been formally requested, and District staff has also reached out to the local Texas DPS office to gauge their interest in joining. In parallel, District staff is working to extend CAD-to-CAD interoperability (already in place for fire calls) to law enforcement calls, which would allow call information to populate automatically between the District's CAD system and College Station's CAD system. Updates will continue at future meetings.

d. Elevator Replacement

The elevator project remains delayed. A scheduled inspection did not occur, and it was subsequently discovered that the building's fire panel cannot be retrofitted and must be fully replaced (including sprinklers and monitors). Permit plans have been submitted to the City of Bryan, and all parts are on hand pending permit approval. Mr. Corley estimates an additional five- to six-week delay, though noted the contractor has been vague on firm timing. Separately, the District's landlord, Vertical Bridge, provided a $10,000 rent relief payment related to the elevator outage.

e. New CAD System Implementation

An onsite orientation workshop with Central Square was held June 23–25. The District continues biweekly status calls with Central Square, and another onsite workshop is scheduled for mid-August. The project remains on schedule, with full implementation expected to take more than a year.

f. Backup Center Expansion / Relocation

The District's former backup center has been fully vacated and returned to Fibertown. Six workstation positions in the new backup facility are ready for immediate use if needed, with wiring cleanup ongoing; additional positions, including two from the current training room will be operational soon. Regarding the interlocal agreement among the District, College Station, Bryan, and Brazos County governing cost allocation for the shared facility, Mr. Corley has received and forwarded a redlined version from the City of Bryan's attorney (primarily addressing annual contract escalation language) to College Station and the County and is awaiting confirmation before circulating the agreement for formal approval.

g. Kent Street Facility

The project architect continues programming work, including evaluation of electrical service requirements. District staff (Patrick Corley and Laura Blackburn) serve on the evaluation committee reviewing ten construction company responses to the County's request for proposals; the committee will meet the following week to narrow the list to five firms, who will then be asked for pricing proposals. Responding firms are relatively local, with the most distant based in Austin and Houston. The current schedule projects substantial completion in March 2028, consistent with the District's goal of relocating to the new facility in 2028.

8. Hear public comments.

No comments were heard.

9. **EXECUTIVE SESSION:** The Board of Managers has determined a necessity to go into a closed-to-the-public session under the provisions of Texas Government Code, Section 551.074 personnel matters – review the duties, responsibilities and performance compensation of the Executive Director of the Brazos County 9-1-1 District.

The Board went into Executive Session at 2:44 PM.

The Open Session was reconvened at 2:56 PM.

10. Discussion / Action on Executive Session held July 16, 2026.

Following executive session, the Board reconvened in open session. As a result of its review of the duties, responsibilities, and performance compensation of the Executive Director, the Board made a determination to approve a 6% increase to the Executive Director's base salary. Board members thanked Mr. Corley for his work.

Mr. Corley thanked the Board and noted the District has a significant amount of projects underway currently, with the expectation that the workload will ease over the next couple of years.

11. Adjournment

The meeting was adjourned at 2:58 PM.

Lloyd Wassermann
Board of Managers

ATTEST:

Laura Blackburn
Recording Secretary