

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, JULY 19, 2018, 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 11:39 am with the following members present:

Lloyd Wassermann
Kenneth Utz
Eric Buske
Scott McCollum

Others in attendance:

Chief Randy McGregor, Bryan Fire Department
Chief Ricky Van, Bryan Fire Department
David Villarreal, Brazos County Sheriff's Office
Patrick Corley, 9-1-1 District
Laura Blackburn, 9-1-1 District
Greta Norton, 9-1-1 District
Kris Fox, 9-1-1 District
Kathi Koppenhaver, 9-1-1 District
Anthony Williams, 9-1-1 District

1. Approval of the minutes of the meeting held May 17, 2018.

Minutes were approved on motion and second from Chief McCollum and Chief Buske, respectively.

2. Discussion / Action on District Investment Report.

Mr. Corley presented the current report of investments and noted that the quarterly interest was reflected in the totals. Mr. Utz moved to accept the report with a second from Chief Buske. Motion passed.

3. Discussion / Action on Director's Report of District Expenditures for May and June, 2018.

The two reports were presented and the totals were discussed with emphasis on the alignment of income with expenditures. Chief Buske moved to approve the reports. Chief McCollum seconded and the motion carried.

4. Discussion / Action on FY 2018 Third Quarter Dispatch Financial Reports.

Mr. Corley presented both dispatch reports which are sent to the City of Bryan and Brazos County and outline that spending on dispatch services right in line with budgeted projections. Mr. Utz moved to approve the reports with a second from Chief McCollum. Motion passed.

5. Discussion / Action on FY 2019 Annual Budget

Mr. Corley presented the budget which is essentially the same as previously presented with the exception of the updated health care numbers which came in lower than anticipated. This resulted in some savings and lowered the increases to the contract entities. Chairman Wassermann reminded the Board that the budget approved at this time would include any adjustment agreed upon in the Executive Session. Chief Buske moved to approve the FY 2019 budget with a second from Chief McCollum. Motion passed.

6. Director's report and Board concerns, including a discussion of current staffing levels, review of the current hiring process, 9-1-1 network updates and improvements, and CAD-to-CAD interface with College Station.

Mr. Corley produced staffing charts which showed the District fully staffed with one extra in anticipation of the two new positions in the FY 2019 budget. He showed diagrams illustrating the new proposed network infrastructure with Frontier to replace the Verizon network and provide safeguards and redundancy for the systems. CAD to CAD systems with CSPD are operational after substantial effort from both staffs.

Mr. Corley also outlined several projects and staffing proposals anticipated in the coming years to accommodate requests from public safety partners culminating with the anticipated facility needs of the growing dispatch operations.

7. Hear public comments.

Chief McGregor wanted to personally thank the District on behalf of the City of Bryan and the Bryan Fire Department for helping them to achieve the highest possible ranking in the ISO's Public Protection Classification Program. The dispatch center achieved a perfect score in all three categories.

8. **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 12:22 pm.

The open session reconvened at 12:34 pm.

9. Discussion / Action on Executive Session.

The Board instructed the District to include in 5% increase for the Executive Director in the previously approved FY 2019 Budget. This included a thank you to Mr. Corley and the staff for a job well done.

10. Adjournment.

The meeting was adjourned at 12:35 pm.

Lloyd Wassermann
Chairman

ATTEST:

Greta Norton
Recording Secretary