

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, JANUARY 17, 2019, 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 11:34 AM with the following members present:

Lloyd Wassermann
Eric Buske
Jonathan McMahan
Kenneth Utz

Others in attendance:

Chief Chuck Fleeger, College Station Police Department
Bob Radtke, College Station Police Department
Patrick Corley, 9-1-1 District
Laura Blackburn, 9-1-1 District
Kris Fox, 9-1-1 District
Kathi Koppenhaver, 9-1-1 District
Anthony Williams, 9-1-1 District

1. Recognition of new Board Members, review of appointment terms, and overview of required Open Meetings Act training.

Mr. Corley recognized Chief Buske and Chief McMahan as the two board members appointed by the municipalities that are starting a two-year term. Mr. Corley also reminded Chief McMahan about the Open Meetings Act training as required by the Texas Attorney General's Office.

2. Approval of the minutes of the meeting held November 15, 2018.

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

3. Discussion / Action on District Investment Report.

Mr. Corley presented the latest Investment Report and noted that the only change was interest that was earned. Mr. Corley also mentioned that a decision would need to be made in March regarding the 24-month CD that will be maturing; he stated that his intention is to check the TexPool interest rate at the time of maturity and compare it to the rate offered by the bank for a 36-month CD and make a decision at that time. No action was taken by the Board.

4. Update on FY 2019 Annual Audit and Actuarial Study.

The District's annual financial audit is still underway and is expected to be completed before the end of January. A few reasons for the delay in the completion of the audit were the fact that the District changed insurance carriers in FY 2018, thus causing a delay in the completion of the Actuarial Study from Milliman. Additionally, a new auditor was assigned to the on-site portion of the audit, and it took extra time for them to become familiar with our operations.

Mr. Corley stated that he doesn't anticipate any issues during the audit and it should be ready to present at the March Board meeting.

5. Discussion / Action on FY 2019 quarterly dispatch financial reports.

The City of Bryan and Brazos County quarterly dispatch financial reports were presented. Mr. Corley indicated that expenses were slightly high for the first quarter, which is to be expected due to the additional pay period during the quarter as well as the longevity incentive payout in December. Mr. Corley expects the expenses to even out after the second quarter. The reports were approved on a motion and second by Chief Utz and Chief Buske, respectively.

6. Discussion / Action on Director's Report of Expenditures for November and December 2018.

Mr. Corley presented the monthly financial reports outlining the District's overall income and expenses. At 25% through the fiscal year, income is at 26% and expenses are at 27%. Mr. Corley is satisfied with these numbers given the reasons previously mentioned for personnel expenses being slightly high. Chief Buske moved to approve the reports with a second from Chief Utz. Motion passed.

7. Director's report and Board concerns, including a discussion of current staffing levels, dispatch hiring process, a review of annual dispatch & 9-1-1 statistics, 9-1-1 Datamaster transition, Frontier 9-1-1 Network project, and upcoming 9-1-1 funding activity in the Texas legislature.

Mr. Corley reported that dispatch staffing currently has 3 vacancies, and within the next two weeks, all employees will be fully trained with the exception of one person. Mr. Corley also reported that a new dispatch hiring process is underway and the District intends to seek out some new methods for advertising.

Statistics for 9-1-1 calls made in 2018 were presented; Mr. Corley explained that there has been a gradual decline in 9-1-1 calls in Brazos County for the past 5 years. Mr. Corley also presented the 2018 CAD Calls for Service that are used in calculating the overall Dispatch split for the upcoming fiscal year. Based on these statistics, along with an agreement from the Blinn Police Chief to pay 10% more each year, the proposed Dispatch split for FY 2020 is 61.59% for City of Bryan, 34.88% for Brazos County, and 3.53% for Blinn PD.

Mr. Corley gave an update on the project to transition from Frontier to 9-1-1 Datamaster for our ANI/ALI database. Specifically, the Bryan PSAP will connect to a data center in Dallas using Century Link circuits and the College Station PD PSAP will connect to a data center in Austin

using Verizon Business circuits. Then these data centers will be connected to two different data centers in Houston where the 9-1-1 Datamaster equipment is already in place. The end result will be a more reliable product with plenty of redundancy at a lower cost. The current status of the project is still in the stage of connecting the PSAPs to the data centers in Dallas and Austin, so it is expected to last several more months.

The Frontier 9-1-1 Network project is also underway. This project will transition the local 9-1-1 network from Verizon Business to Frontier Business. Once complete, the local 9-1-1 network will have expanded connectivity utilizing fiber and copper connectivity at a lower cost. Mr. Corley stated that most of these the new circuits are installed and have been tested with the exception of the fiber connectivity to the two PSAPs on Texas A&M Campus, which is still a work-in-progress.

Mr. Corley presented information regarding an initiative by the 9-1-1 Districts in Texas along with the Commission on State Emergency Communications to change the way 9-1-1 wireless fees are paid. Specifically, they are looking to build a range for wireless 9-1-1 fees from \$0.50 per line per month, to an amount up to \$1.50 per line per month, so that each District can set a rate that is appropriate for them. Mr. Corley will keep the Board updated as this bill moves through its stages.

8. Hear public comments.

Chief Fleeger, speaking on behalf of the Amber Alert Network Brazos Valley, expressed appreciation to Laura Blackburn for her assistance in activating the Brazos Valley Child Abduction Response Team during the Hazana Anderson case and also for her suggestions during the after-action review to improve the notification process and to help prevent future issues.

9. Adjournment.

The meeting was adjourned at 12:05 PM.

Lloyd Wassermann
Chairman

ATTEST:

Laura Blackburn
Recording Secretary