

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, SEPTEMBER 19, 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 Jim Stewart, Brazos County Sheriff's Office  
Chief Joe Ondrasek, Bryan Fire Department  
Chief Ricky Van, Bryan Fire Department  
Chief Scott McCollum, College Station Police Department  
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

1. Approval of the minutes of the meeting held August 1, 2019.

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

2. Discussion / Action on FY 2019 District Investment Report.

The most current Investment Report was presented. Mr. Corley explained that the only activity in the investment accounts was interest accrual. The Board approved the report unanimously.

3. Discussion / Action on FY 2020 budget.

The FY 2020 budget was presented and Mr. Corley explained that the only change made since the previous budget was presented was to the Executive Director's salary. Mr. Corley also stated that the budget was already sent to the contractual entities in order to generate the annual contracts. The budget was approved on a motion from Chief McMahan and a second from Chief Buske.

4. Discussion / Action on FY 2020 Dispatch Contracts with the City of Bryan, Brazos County and Blinn.

Mr. Corley presented the annual Dispatch Contracts and stated that, compared to the previous year, there are no changes to the content of the contracts. Chief Buske made a motion to approve the contracts, followed by a second from Chief Utz. Motion passed.

5. Discussion / Action on FY 2020 TCDRS Retirement Resolution.

The TCDRS Retirement Resolution was presented to the Board with a Plan Rate of 8.61% for 2020. Mr. Corley explained that this percentage is slightly lower than the current rate and has already been incorporated into the FY 2020 budget. The Board approved the TCDRS Retirement Resolution on a motion and a second from Chief McMahan and Chief Utz, respectively.

6. Discussion / Action on engaging auditor for FY 2019.

A proposal from Ingram, Wallis, & Company was presented to the Board which outlines their services of auditing the District's financial records and issuing a report in January 2020. The cost for their service is in line with the amount that was budgeted. The agreement was approved on a motion from Chief Buske and a second from Chief Utz.

7. Discussion / Action on Director's Report of Expenditures for FY 2019.

Mr. Corley presented the monthly expenditure reports for FY 2019, and explained that at 92% of the fiscal year, the District's revenue is at 92% and expenses are at 90% of their budgeted amounts. Mr. Corley is pleased with these numbers and stated that the District is financially on track. Chief McMahan moved to approve the reports with a second from Chief Utz. Motion passed.

8. Director's report and Board concerns, including a discussion of current staffing levels, Board appointments, social media efforts, an update on recent 9-1-1 network outage, and an overview of the planned CSPD move.

Mr. Corley reported that dispatch staffing still has a couple of vacancies, but he expects to fill those vacancies soon with the hiring cycle that is currently under way and going very well.

Related to the current hiring cycle are the increased efforts being put into social media. Mr. Corley explained that these ideas came from several employees in the Dispatch center and there is a significant increase in the amount of people being reached.

Board appointments expiring at the end of the year are the Brazos County and Volunteer Fire Departments representatives. Mr. Corley will be contacting these entities within the next month and plans to have the process finalized by the November Board Meeting.

Mr. Corley gave an update on recent brief outages in the 9-1-1 network. He explained that Frontier Communications identified a problem with a server and they are making changes in their network to resolve the issue and prevent it from recurring.

Mr. Corley also gave an update on the project of moving the 9-1-1 PSAP equipment from the current CSPD building to the new CSPD building.

9. Hear public comments.

Chief Fleeger complimented Mr. Corley and his staff for being very responsive and proactive during the recent network outages.

More accolades came from Chief McCollum who expressed appreciation for Mr. Corley's knowledge regarding the 9-1-1 network and his good working relationship with Frontier Communications is helping the project continue to move forward.

Chief Utz expressed appreciation to Laura Blackburn for the statistics she provided for the South Brazos County Fire Department evaluation which helped to lower their ISO rating.

The last comment came from Mr. Corley who spoke of a recent compliment from a citizen who had called 9-1-1 to report her husband having a stroke in the rural area of Brazos County. In her compliment she was very appreciative of the quick response from the 9-1-1 call-taker and from the first responders in getting her husband to the hospital.

10. Adjournment.

The meeting was adjourned at 12:05 PM.

---

Lloyd Wassermann  
Chairman

ATTEST:

---

Laura Blackburn  
Recording Secretary