

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, JANUARY 20, 2022, 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 11:30 AM with the following members present:

Lloyd Wassermann
Nancy Berry
Eric Buske
Kenneth Utz (via Zoom videoconference)

Others in attendance:

Lieutenant Ed Ramirez, Brazos County Sheriff's Office
Chuck Fleeger, Amber Alert Network Brazos Valley
Scott Krchnak, Ingram, Wallis & Co.
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
David Dibello, 9-1-1 District

1. Recognition of new Board Members and review of appointment terms.

Mr. Corley welcomed the newest Board Member, Commissioner Nancy Berry, and recognized Lloyd Wassermann, who was reappointed to the Board for another term.

2. Approval of the minutes of the meeting held November 18, 2021.

Minutes were approved unanimously following a motion from Chief Buske and a second from Commissioner Berry.

3. Discussion / Action on FY 2021 Annual Audit and Financial Statements.

Scott Krchnak, with Ingram, Wallis & Co., gave an overview of the audit findings and the financial statements for FY 2021. Mr. Krchnak stated that the District's financial statements are materially correct and they have rendered an unmodified opinion, which is the best opinion an

entity can receive. He also stated that in regards to assets versus liabilities and the District's pension plan funding percentage, the District is in a very sound position.

Mr. Krchnak gave an overview of the required disclosures for the pension and OPEB plans, and explained how the funding and liability for these plans can change from year-to-year based upon actuarial reports and market performance.

There were no disagreements with management during the audit process and Mr. Krchnak thanked Patrick and Laura for their assistance. He also thanked the District for allowing Ingram, Wallis, & Co. to serve as its independent auditors.

Commissioner Berry made a motion to approve the audit and financial statements. The motion was seconded by Chief Buske, and passed unanimously.

4. Discussion / Action on District Investment Report.

Mr. Corley reviewed the latest investment report. The only significant change was a transfer of \$100,000 from the money market account to the operating account, and Mr. Corley explained that this transaction is typical for this time of the year. The investment report was approved unanimously on a motion and a second from Chief Buske and Chief Utz, respectively.

5. Discussion / Action on Director's Report of Expenditures for FY 2022.

Mr. Corley reviewed the latest reports with the Board. Revenue and expenditures were all on track with where they should be at this point in the fiscal year. No questions were asked by the Board and the reports were approved unanimously following a motion and a second from Commissioner Berry and Chief Buske, respectively.

6. Discussion / Action on Quarterly Dispatch financial reports for FY 2022.

The first quarter dispatch financial reports were presented to the Board. For both the City of Bryan and Brazos County, expenditures were at 23.3% of their budgeted amounts. Mr. Corley is pleased with these numbers and there were no questions by the Board. Chief Buske made a motion to approve the reports. The motion was seconded by Commissioner Berry, and passed unanimously.

7. Presentation of calendar year 2021 CAD and 9-1-1 statistics.

Mr. Corley presented the CAD and 9-1-1 statistics for calendar year 2021. There was a notable increase in 9-1-1 call volume in 2021 compared to 2020 as well as a shift in the overall percentage of calls from the BC911 PSAP over to the CSPD PSAP. Additionally, there was a

corresponding increase in calls for service for all agencies. There were no action was taken by the Board.

8. Discussion / Action on long-term facility needs and possible CAD consolidation.

Mr. Corley presented the final program document from Page Architects that outlines the project of a combined facility for the District and the CEOC. The key elements from the document are the adjacency diagrams, estimates of square footage and acreage, cost estimates, and identification of the shared spaces, i.e. cost savings. The next step in this project is to meet with the County Judge and City Managers to discuss the feasibility of moving forward with a new facility.

A second project that is related to the new facility project is the project of combining CAD systems. Mr. Corley presented a chart that estimates the 5-year costs for a CAD system for all 5 entities. The different scenarios range from all entities transitioning to College Station's CAD system versus each entity providing and maintaining their own CAD system. Mr. Corley intends to use this information during the building project meeting to help determine the best path forward for the CAD system.

No action was taken.

9. Director's report and Board concerns, including a discussion of current staffing levels, hiring process, HB 2911 and related Next Gen 911 plans for BC911, and an update on the new logging recorder installation.

The current dispatch staffing chart was presented that shows 1 over the budgeted staffing levels. Because of this, the next hiring cycle will be scaled down. Mr. Corley also stated that dispatch staffing during the previous month was very difficult because of numerous dispatchers out with COVID-19, especially on the night shifts. Mr. Corley wanted to give special recognition to Communications Manager, Kris Fox, for cutting her vacation short and flying back from Florida to help cover the staffing shortage in the dispatch center.

Mr. Corley provided the Board with an update on HB 2911 that provides \$150M of funding to the State of Texas (with \$101M going to the 9-1-1 Districts) to use on Next Generation 9-1-1 operations and services. The latest proposal by the Texas 9-1-1 Alliance group will recommend disbursing \$1M to each 9-1-1 District and then the remainder will be divided by population. If approved, Brazos County 9-1-1 District stands to receive approximately \$1.5M. Those funds must be distributed by the end of 2023, encumbered by the end of 2024, then expended by the end of 2026.

The capital project of upgrading the existing logging recorder software and equipment is complete and the system is fully functional.

10. Hear public comments.

Chuck Fleeger with the Amber Alert Network Brazos Valley expressed his appreciation to the District for continued funding, and he gave an overview of the group's activity for 2021.

11. Adjournment.

Meeting was adjourned at 12:28 PM.

Lloyd Wassermann
Chairman

ATTEST:

Laura Blackburn
Recording Secretary