

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, SEPTEMBER 15, 2022, AT 11:30 A.M.  
BRAZOS COUNTY EMERGENCY COMMUNICATIONS DISTRICT  
101 REGENT AVENUE, SUITE 300, BRYAN, TEXAS  
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Call to order.

Meeting was called to order at 11:33 AM with the following members present:

Nancy Berry  
Eric Buske  
Jeff Capps

Others in attendance:

Chief Jordan Gallagher, Bryan Fire Department  
Lt. Ed Ramirez, Brazos County Sheriff's Office  
Chief Chris Perkins, College Station Police Department  
Patrick Corley, 9-1-1 District  
Laura Blackburn, 9-1-1 District  
Kris Fox, 9-1-1 District  
David Dibello, 9-1-1 District

1. Approval of the minutes of the meeting held July 21, 2022.

A motion for approval was made by Mr. Capps and was seconded by Chief Buske. The motion carried unanimously with no discussion.

2. Discussion / Action on District Investment Report.

Mr. Corley reported that the investment report did not have any significant changes since our last meeting with the exception of some interest earnings. No transfers were made in or out of the accounts and interest rates on the Texpool and Money market accounts continue to improve.

Mr. Corley suggests we maintain some liquidity in the investment accounts in order to fund the Next Gen Core Services Project.

Chief Buske made a motion to approve the report with Mr. Capps providing a second. The motion carried unopposed.

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

Mr. Corley presented the latest reports to the Board which reflected revenue slightly ahead of projections. This is due to the Emergency Service Fee income being a bit higher than expected. Interest earnings, at this point in the year, are right on track with budgetary estimates.

On the expenditure side, the personnel services line item is right on track. There are some pending year-end projects that have yet to be paid, but Mr. Corley expects the final numbers to be very close to budgeted amounts. No other items of significance were noted in the report.

The board voted unanimously to approve the reports after a motion and second from Mr. Capps and Chief Buske.

4. Discussion / Action on final approval of the FY 2023 Budget.

Mr. Corley presented the final version of the budget and noted that it had been sent to the Commissioner's Court and local municipalities in accordance to state statute in late July. Mr. Corley noted that the Commissioner's Court approved the budget on September 6<sup>th</sup> and the final step in the approval process was a vote by the 9-1-1 Board of Managers.

The budget was approved following a motion from Commissioner Berry and a second from Chief Buske. There was no discussion and the vote was unanimous.

5. Discussion / Action on FY 2023 Dispatch Contracts with the City of Bryan and Brazos County.

Mr. Corley presented the Board with two separate contracts for dispatch services, one for the City of Bryan and one for Brazos County. He noted that the contracts are unchanged from the previous year with the exception of the dates and contract amounts, which are based on the upcoming budget.

The Board approved both contracts and gave Mr. Corley authority to sign the contracts on behalf of the District due to Mr. Wasserman's absence.

A motion was made by Chief Buske with a second from Mr. Capps and was unanimously approved.

6. Discussion / Action on TCDRS Plan Agreement for Plan Year 2023.

Mr. Corley presented the proposed plan agreement with TCDRS which will be effective on January 1, 2023. The rates reflected on the agreement are based on the approved budget for fiscal year 2023. The District's current contribution rate of 11.91% will change to an elected rate of 11.82% which includes a 40% CPI raise for current retirees.

Commissioner Berry asked what the current funding level is with TCDRS and Mr. Corley provided an answer of 88.6% based on the report provided by TCDRS.

Chief Buske moved to approve the agreement and Mr. Capps seconded. The motion carried with no opposition.

7. Director's report and Board concerns, including a discussion of current staffing levels, statewide efforts to increase wireless 9-1-1 fees, transition to Next Generation Core Services, status of the NG9-1-1 grant program, the latest on facility and CAD consolidation, an update on our Host-to-Host network improvement project, and an overview of the District's new health plan offerings.

Mr. Corley presented the current staffing report which indicates being down by 3 dispatchers. However, Mr. Corley also noted that 2 additional dispatchers had put in their notice and intend to leave over the course of the next several months. Mr. Corley noted that the schedule in the dispatch center was a big driving factor for the most recent losses.

The District has had over 160 applicants in the current hiring cycle which will hopefully yield some good candidates. Mr. Corley noted that it might take a year or so to get staffing levels back up to 100%.

Mr. Corley then updated the Board on this year's effort to introduce new legislation to increase the wireless 9-1-1 service fee along with some of the challenges that will be faced moving forward with that endeavor.

Mr. Corley then updated the Board on the status of our Next Generation Core Services (NGCS) project that will update the "back-end" of the 9-1-1 system and modernize the way in which 9-1-1 calls are routed. A five-year contract for NGCS was signed in late August with Motorola for roughly \$1.5 million dollars. Mr. Corley noted that the project will likely take 12 months to implement and there will be no immediate impact to the call-takers. Mr. Corley also reported that the District signed a contract for grant funding with the Commission on State Emergency Communications in August that will help fund a portion of the NGCS project through the end of 2024.

Progress on the concept of a new joint facility with the CEOC and other local dispatch agencies is still moving forward, albeit slowly.

Mr. Corley also reported that he met with the City of Bryan IT department to discuss their willingness to explore CAD consolidation and there is a meeting scheduled in the near future that includes the City of College Station IT department to discuss the same topic. Mr. Corley reminded the Board that the CAD project can move forward regardless of what progress is being made on the facilities front. Mr. Capps indicated that the City of College Station would likely be in the market for a new CAD system in the near future. Mr. Corley stressed the importance of timing and moving the project forward quickly.

An update was given on the 9-1-1 Host-to-Host network project. Motorola field engineers will make the final configuration changes on September 23<sup>rd</sup> which will wrap that project up and improve the reliability of the local 9-1-1 network. Mr. Corley intends to submit this \$12K project to CSEC for reimbursement with grant funds.

Finally, Mr. Corley updated the Board on the District's health insurance options. In addition to the regular BC/BS Gold plan, the District will also provide access to two high deductible plans that are eligible for a Health Savings Account (HSA). The goal is to drive down the cost of dependent care coverage for the employees. This will happen in two ways. First, the monthly dependent care premium is less than the Gold plan, and second, the District will make a monthly contribution to the employee's HSA to help offset costs. Mr. Capps noted that City of College Station employees were a bit slow to adopt the HSA concept, but have now embraced it after several years.

The District also worked with the City of Bryan to allow District employees access to the City of Bryan/BISD Health Center. Access to the Health Clinic will not begin until January 1, 2023.

Mr. Corley also noted that the terms for the two municipal appointments to the Board of Managers will expire at the end of the year and he will start the nomination process in the near future using the same process from prior years. No other concerns or questions were asked from the Board.

8. Hear public comments.

No comments were made from the public.

9. Adjournment.

Meeting was adjourned at 12:00 PM.

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Lloyd Wassermann  
Chairman

ATTEST:

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Laura Blackburn  
Recording Secretary