

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
THURSDAY, MARCH 16, 2023, 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
Kenneth Utz

Others in attendance:

Chief Jason Nored, Bryan Fire Department
Chief Chris Perkins, College Station Police Department
Julia Franz, College Station Police Department
Chuck Fleeger, Amber Alert Network Brazos Valley
Patrick Corley, 9-1-1 District
Laura Blackburn, 9-1-1 District
Kris Fox, 9-1-1 District
Ray Pheris, 9-1-1 District
David Dibello, 9-1-1 District
Halley Challis, 9-1-1 District

1. Approval of the minutes of the meeting held January 19, 2023.

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

2. Discussion / Action on District Investment Report.

Mr. Corley presented the most recent investment report and noted that \$300,000 was transferred from the Money Market account to the Operating account to cover the Frontier 5-year maintenance bill for the 9-1-1 system. Chief Utz made a motion to approve the District Investment Report. The motion was seconded by Commissioner Berry and passed unanimously.

3. Discussion / Action on District Investment Policy and Resolution.

The proposed District Investment Policy was presented to the Board. Mr. Corley noted that he is proposing a small change to the wording in the section on Audit Control that would clarify that the annual financial audit by an independent auditing firm includes an audit of management controls instead of sounding like the audit of management controls was a second, independent process. The remainder of the policy is the same as in past years. Commissioner Berry made a motion to approve the Investment Policy with the proposed changes in the Audit Control section. The motion was seconded by Chief Utz and passed unanimously.

4. Discussion / Action on Director's Report of Expenditures for FY 2023.

Mr. Corley presented the most current financial reports. As of January (33% of the year), revenue is at 35% due to 9-1-1 service fees and interest income being slightly higher than anticipated. For expenditures, as of February (42% of the year), the District is at 40%. Mr. Corley is very pleased with these numbers and thinks everything is right on track for the fiscal year. The reports were approved unanimously following a motion from Chief Utz and a second by Commissioner Berry.

5. Discussion of FY 2024 budget including timeline and goals.

Mr. Corley gave an overview of his goals for the FY 2024 budget which includes the following: increasing the Dispatch pay scale so that the starting pay is at \$20.00 per hour, replacing Dispatch CAD computers, improving network security (hardware, software, monitoring, and 2FA), replacing back-up center radio equipment, and increasing the 9-1-1 monthly recurring costs following the transition to Next-Gen Core Services. The budget timeline is similar to recent years where the preliminary budget will be presented to the Board in May and then presented to the City of Bryan and Brazos County in June/July. This report was approved unanimously following a motion by Commissioner Berry and a second by Chief Utz.

6. Director's report and Board concerns, including a discussion of current staffing levels, an update on statewide efforts to increase wireless 9-1-1 fees, progress on our transition to Next Generation Core Services, NG9-1-1 grant program, new CSPD 9-1-1 workstations, the latest on CAD consolidation, and an update on Automatic & Mutual Aid Fire & EMS responses between Bryan & College Station.

Mr. Corley presented the latest staffing report, which shows overall staffing at 89% with five dispatch vacancies. Interviews are currently on going and there are a few candidates with prior experience. Mr. Corley hopes to have these vacancies filled very soon. Commissioner Berry inquired about the current starting salary for a Dispatcher and Mr. Corley stated it is \$18.00 per hour.

Mr. Corley gave an update on two bills that were introduced to the state legislature recently that could have a significant impact on 9-1-1 funding. H.B. 3290 extends the timeframe of the current 9-1-1 grant funding and also ensures that any remaining grant funds are turned over to the state to be used for 9-1-1 purposes. H.B. 9 creates a Broadband Development Fund that would supplement the 9-1-1 service fee for ten years. Mr. Corley plans to reach out to Representatives Raney and Kacal and express support for both of these bills.

Mr. Corley stated that the project to transition to Next-Gen Core Services is going smoothly and is still projected to go-live in September.

Regarding the NG9-1-1 grant program, Mr. Corley stated that of the \$126,000 in expenses, all of them have been reimbursed. There are still more expenses and reimbursements expected.

Regarding the CAD consolidation project, Mr. Corley stated that the City of Bryan has executed an agreement with a consulting firm called Mission Critical Partners, and a kick-off meeting is scheduled for the following week. The City of Bryan, the City of College Station, and the District have all agreed to help pay for this study.

Mr. Corley gave an update on the issue of the cancellation of the automatic aid agreement between Bryan and College Station. He explained that they are waiting for the cities to come to a new agreement so that changes to the fire responses can be disseminated in the most appropriate and effective way.

Commissioner Berry inquired about the status of the new facility project, and Mr. Corley stated that it is his understanding that Brazos County is currently looking for federal funds to pay for the facility and build it on an existing piece of County property.

7. Hear public comments.

No comments were heard.

8. Adjournment.

Meeting was adjourned at 12:01 PM.

Lloyd Wassermann
Board of Managers

ATTEST:

Laura Blackburn
Recording Secretary