

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, NOVEMBER 18, 2021, 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 11:30 AM with the following members present:

Lloyd Wassermann  
Eric Buske  
Jeff Capps

Others in attendance:

Chief Rich Giusti, Bryan Fire Department  
Chief Jordan Gallagher, Bryan Fire Department  
Chief Ricky Van, Bryan Fire Department  
Christina Provasek, College Station Police Department  
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

1. Approval of the minutes of the meeting held September 16, 2021.

Minutes were approved unanimously following a motion from Chief Buske and a second from Mr. Capps.

2. Discussion / Action on District Investment Report.

Mr. Corley presented the latest investment report, which included interest accrual and a \$100,000 transfer out of the money market account. This transfer was expected and was used to pay for capital expenditures related to new 9-1-1 equipment. The report was accepted on a motion from Mr. Capps and a second from Chief Buske.

3. Discussion / Action on Director's Report of Expenditures for FY 2021 and FY 2022.

Mr. Corley reviewed the latest reports with the Board. For FY 2021, revenues and expenditures were both at 98% for the year. For FY 2022, expenditures were at 7% and there are still 9-1-1

service fees expected to come in, so everything appears to be on track. No questions were asked by the Board and the reports were approved unanimously following a motion and a second from Chief Buske and Mr. Capps, respectively.

4. Discussion / Action on FY 2021 year-end Dispatch financial reports.

The year-end Dispatch financial reports were presented to the Board. For both the City of Bryan and Brazos County, expenditures were at 99.6% of their budgeted amounts. Mr. Corley is pleased with these numbers and there were no questions by the Board. Mr. Capps made a motion to approve the reports. The motion was seconded by Chief Buske, and passed unanimously.

5. Discussion / Action on Board member appointments.

Mr. Corley announced that he had received notice from the volunteer fire departments that Chief Utz will be re-appointed to the Board for another two-year term. Mr. Corley has not heard from the Judge or County Commissioners yet, so he will reach out to Judge Peters' regarding those appointments. No action was taken on this item.

6. Discussion / Action on proposed Board of Managers meeting dates for calendar year 2022.

Mr. Corley presented the proposed board meeting dates for 2022 using the same model as before: the third Thursday of odd-numbered months. No action was taken on this item.

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

A proposal was presented from Page Architects that outlines their project and associated costs. The final product will determine long-term facility needs of the 9-1-1 District and the CEOC and will identify shared spaces and shared costs for both entities.

Mr. Corley also gave an update on the possible CAD consolidation project. He is currently waiting on Central Square to provide final cost estimates for all involved entities, i.e. Brazos County, Bryan, College Station, UPD, and UEMS. Once he receives those estimates, he will be able to present 5-year cost estimates for multiple options of combining CAD systems for each entity.

No action was taken on this item.

8. Director's report and Board concerns, including a discussion of current staffing levels, hiring process, financial audit progress, HB 2911, changes to Frontier's 9-1-1 service model, new logging recorder installation, and Next Gen 911 plans for BC911.

Mr. Corley was pleased to announce that four new dispatchers were recently hired, which puts the staffing level at two overstaffed. Plans for another hiring cycle will continue as normal unless there is zero turnover.

The annual financial audit from Ingram-Wallis is in progress. Their goal is to have the audit and financial statements completed and ready to present at the January meeting.

Mr. Corley provided the Board with an update on HB 2911 that provides \$150M of funding to the State of Texas to use on Next Generation 9-1-1 operations and services, and CSEC will be administering that fund by population. These funds have to be disbursed by the end of 2022 and they have to be spent by the end of 2024.

Frontier Communications recently notified the District that, effective October 2021, they will no longer sell nor support 9-1-1 CPE, but they would honor any existing contracts. The District's contract with Frontier for 9-1-1 support expires in March 2023. Mr. Corley thinks that the District will most likely move to a self-maintained model, where the equipment will be supported by its own personnel.

Mr. Corley gave an update on the project to upgrade the existing logging recorder software and equipment. The project started a few days ago and is about 80% complete. This is the only big capital project planned for this fiscal year.

Finally, Mr. Corley gave an overview of what he plans to upgrade in the Next Gen 9-1-1 project. Instead of having a single selective router, a Next Gen 9-1-1 environment has multiple IP-based selective routers that use modern communication standards, and this is the immediate need for the District at this point since the local equipment (CPE) has already been upgraded. Mr. Corley is looking to use Motorola to provide that Next Gen 9-1-1 routing service, but timing and funding are the issues at this point. The Board indicated that Mr. Corley is free to pursue upgrades related to this project as he sees fit.

9. Hear public comments.

No comments were heard.

10. Adjournment.

Meeting was adjourned at 12:09 PM.

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Lloyd Wassermann  
Chairman

ATTEST:

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Laura Blackburn  
Recording Secretary