

MINUTES FOR BOARD OF MANAGERS OF THE BRAZOS COUNTY  
EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)  
THURSDAY, NOVEMBER 13, 2025, AT 11:30 A.M.  
BRAZOS COMMUNITY EMERGENCY OPERATIONS CENTER  
110 N MAIN ST, SUITE 100, 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  
Fred Brown  
Blake Busse  
Richard Mann  
Dean Swartzlander

Others in attendance:

Lt. David Villarreal, Brazos County Sheriff's Office  
Asst. Chief James Arnold, College Station Police Department  
Cindy Synwolt, College Station Police Department  
Chuck Fleeger, Amber Alert Network Brazos Valley  
Dee Murph, Amber Alert Network Brazos Valley  
Jason Ware, Brazos County Emergency Management  
Duane Strange, Brazos County Emergency Management  
Megan Sullivan, Brazos County Emergency Management  
Isaac Nesmith, Frontier Communications  
Diana Wagner, Ingram, Wallis, & Company  
Patrick Corley, 9-1-1 District  
Laura Blackburn, 9-1-1 District  
Kris Fox, 9-1-1 District  
David Dibello, 9-1-1 District  
Ray Pheris, 9-1-1 District  
Halley Challis, 9-1-1 District  
Ashley Williams, 9-1-1 District  
Michael Reeves, 9-1-1 District

1. Approval of the minutes of the meeting held November 13, 2025.

Minutes were approved unanimously following a motion and a second by Commissioner Brown and Mr. Busse, respectively.

2. Discussion / Action on FY 2025 Annual Audit and Financial Statements.

Diana Wagner from Ingram, Wallis, & Company, explained that their firm had completed the annual financial audit for FY 2025 and they have issued an “unmodified opinion,” also known as a clean opinion, which means there were no material modifications made during the course of the audit. Ms. Wagner gave a summary of the rest of the financial statements and explained that there were no disagreements with management while completing the audit.

Ms. Wager also explained that, as in prior years, material adjustments were made to the recording of pension and OPEB transactions, the recording of lease-related transactions, and the recording of depreciation and amortization expenses.

Mr. Corley made note of the fact that the District had received roughly \$1.7M in revenue in 2024 from state programs and in 2025 the District only received \$288,000 from the same programs. Those programs are now complete and there is no other supplemental revenue coming in from the state for the monthly recurring costs related to Next-Gen 9-1-1.

Chief Mann inquired about the reason why pension and OPEB transactions were not included in the original financial documents given to the auditors and it was explained that District staff wait for the auditors to interpret the report from the actuarial study (provided by Milliman) and then the auditors provide the recommended general ledger adjustments.

Chief Mann also inquired about the number of years Ingram, Wallis, & Company has been providing financial audit services to the District. Mr. Corley thinks it is possibly 37 years. Chief Man expressed his recommendation to change auditors occasionally in order to maintain the integrity of the process. Ms. Wagner explained they could also rotate their staff, manager, and partner assigned to the District as an alternative option as well.

Chief Mann made a motion to approve the audit report and financial statements. The motion was seconded by Chief Swartzlander and passed unanimously.

3. Discussion / Action on District Investment Report.

Mr. Corley presented the latest investment report and explained that there was no notable activity but also noted that the Texpool interest rate has been steadily declining over the last 15 months or so.

There were no questions asked by the board and the report was approved unanimously following a motion by Chief Swartzlander and a second by Commissioner Brown.

4. Discussion / Action on Director's Report of Expenditures for FY 2026.

The latest expenditure reports were presented to the board that show total revenue at 16% in November (which is 17% of the budget year), and total expenditures at 29% in December (which is 25% of the budget year). Mr. Corley explained that a couple of one-time payments were made that caused the expenditures to be slightly high, but that percentage should level out. Mr. Busse made a motion to approve the reports. The motion was seconded by Chief Mann and passed unanimously.

5. Discussion / Action on Quarterly Dispatch financial reports for FY 2026.

Mr. Corley presented the first quarter Dispatch financial reports for FY 2026 which show Dispatch expenses at 26.1% for both the City of Bryan and Brazos County. Mr. Corley is pleased with this number and doesn't see anything concerning. The reports were approved unanimously following a motion by Commissioner Brown and a second by Chief Swartzlander.

6. Presentation of calendar year 2025 CAD and 9-1-1 statistics.

Statistics were presented to the board showing that overall volume of 9-1-1 calls is down by about 5,000 calls for 2026 compared to the previous year. CAD statistics show a 1.4% shift in total volume from Brazos County over to the City of Bryan.

Chief Mann commented that as the District goes into the next budget cycle, it should make a point to not use 9-1-1 service fee revenue to subsidize the dispatch operation since other PSAPs in the county are not receiving the same benefit.

7. Director's report and Board concerns, including a discussion of the following items:
  - a. Current staffing levels
  - b. Recent engagements with local high school students
  - c. Automated non-emergency call triage
  - d. Elevator replacement
  - e. Kent Street facility design
  - f. New CAD system implementation
  - g. New 2025 W-2 requirements

The latest staffing report showed 3 vacancies in the Dispatch center and background checks are underway on 5 potential new hires.

Mr. Corley discussed some recent outreach with local high school students in Bryan and College Station to introduce them to the 9-1-1 telecommunicator career path. Additionally, Mr. Corley along with other District employees Kris Fox and Derek Faldik have been meeting once a week with 2 students at College Station High School to prepare them to participate in a 9-1-1 Dispatching competition. There are also discussions with College Station High School about an internship program where a couple of students could look into this as a career path.

Mr. Corley gave an update on the automated non-emergency call triage system. He explained they are continuing to tweak the system to make it better and now there are discussions about how it will be fully incorporated into the day-to-day operations.

The elevator at the Frontier building is still out of service. Mr. Corley stated that he received an update from Frontier that material is expected to arrive in late February and the installation will take approximately 6 weeks once it arrives. The lease holder, Vertical Bridge, is still considering a lease reduction.

Mr. Corley gave an update on the Kent Street facility and showed photos of the interior demolition work. Mr. Corley also discussed the District's contribution to this project and stated that there is nothing in the FY 2026 budget for it, but there is \$2M in incumbered funds that were set aside specifically for this project. Mr. Corley asked if there would be any restrictions on the spending of those funds and stated that there needs to be a method to approve and appropriate those funds. There were no concerns by the board regarding spending the incumbered funds on the design work for the new facility.

Mr. Corley also discussed the need for a larger backup facility, not only for future growth, but also to be used for the transition from the Regent Avenue facility to the Kent Street facility. Since the 9-1-1 District fully funds the backup facility, Mr. Corley mentioned the possibility of sharing the costs with 9-1-1, City of Bryan, City of College Station, and Brazos County.

The new CAD system implementation is still waiting for approval by the City of Bryan, and it is on the council agenda for February 10<sup>th</sup>. If approved, Mr. Corley expects it will take 12-18 months before the new system is up and running.

There are new requirements by the IRS for qualified overtime earnings. Mr. Corley stated that this dollar amount will be reported on employee W-2 forms as well as a separate earnings statement. There is also a requirement to report group-term life premiums paid for coverage in excess of \$50,000. Mr. Corley informed the board that District staff is aware of these requirements and are prepared to report them.

8. Hear public comments.

Commissioner Brown expressed concern about College Station soon having 2 representatives on the 9-1-1 board when they do not participate in the dispatch center. Mr. Corley explained that it's unusual for a 9-1-1 District to manage a dispatch center and that it would make more sense to have a separate board that governs the dispatch center and then the state statute would dictate the board that looks at just the 9-1-1 operation. Commissioner Brown thinks the best option would be for College Station to join in the combined dispatch center.

9. Adjournment.

Meeting was adjourned at 12:23 PM.

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Lloyd Wassermann  
Board of Managers

ATTEST:

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Laura Blackburn  
Recording Secretary