BRAZOS COUNTY EMERGENCY COMMUNICATIONS DISTRICT (9-1-1)
MINUTES OF THE BOARD OF MANAGERS

Monday, September 21, 2026, 12:30 P.M.
Brazos Community Emergency Operations Center
110 N Main Street, Suite 100, Bryan, Texas

Called to order	The meeting was called to order at 12:30 P.M.
Board members present	Lloyd Wassermann, Chair Blake Busse, Vice-Chair Commissioner Fred Brown Chief Richard Mann Chief Dean Swartzlander
Board members absent	None
Staff and guests present	Patrick Corley, Executive Director – Brazos County 9-1-1 District Laura Blackburn – Brazos County 9-1-1 District David Dibello – Brazos County 9-1-1 District Kris Fox – Brazos County 9-1-1 District Halley Challis – Brazos County 9-1-1 District Jordan Gallagher – Bryan Fire Department David Villarreal – Brazos County Sheriff's Office Michael Pavelka – College Station Police Department Cindy Synwolt – College Station Police Department Jason Ware – Brazos County Emergency Management Chuck Fleeger – Amber Alert Network Brazos Valley Dee Murph – Amber Alert Network Brazos Valley Lupe Arredondo – Self

1. Approval of the Minutes of the Meeting Held July 16, 2026

The Board considered the minutes of the meeting held July 16, 2026.

MOTION: To approve the minutes of the meeting held July 16, 2026.		
Moved by	**Seconded by**	**Vote**
Fred Brown	Richard Mann	Passed unanimously

2. Discussion / Action on District Investment Report

Mr. Corley presented the District's investment report and reviewed the month's activity:

- $75,000 was withdrawn from the First Financial money market account to cover operating costs, reducing that balance from approximately $490,000 to approximately $415,000. Similar withdrawals are expected periodically over the coming year as capital payments (architect fees, equipment) come due.
- The 12-month CD at Huntington Bank matured at the end of July. After shopping rates, the District renewed with Huntington Bank in a new 12-month CD at 3.92%; the next-best offer was 3.4% from First Financial Bank. The prior CD ($1,100,000) earned nearly $44,000 in interest, and the roll-over established a starting balance of approximately $1,143,000 in the new CD.

- In response to a Board question, Mr. Corley stated that capital expenditures this year are approximately $1.2 million, roughly ten times the normal level, and that withdrawals could approach $1 million. Because the money market account holds less than that amount, the balance would be drawn from TexPool, which is fully liquid.
- The Board discussed whether to close the money market account. Mr. Corley recommended keeping it open: it is held at the same bank as the operating account, allows quick transfers, and automatically covers any overdraft in the operating account. The balance could be drawn down further to take advantage of higher rates elsewhere if the Board prefers.

MOTION: To accept the District Investment Report.		
Moved by	**Seconded by**	**Vote**
Blake Busse	Dean Swartzlander	Passed unanimously

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

Revenue. Referring to the July report, Mr. Corley reported that the District is 83% through the budget year with revenue at 83%, on track. Emergency service fee revenue is lower than anticipated (flat compared to last year) and interest earnings are higher than anticipated, so the two offset one another. The flat fee revenue is a concern going forward and supports the District's effort to seek legislative changes to the fee (see Item 6).

Expenditures. Referring to the August report, Mr. Corley reported that the District is 92% through the budget year with total expenses at 94%. Wages and benefits are at 94–95%, which Mr. Corley attributed to over hiring earlier in the year, as noted at the previous meeting. Year-end expenditures are expected to run one to two percentage points above what was anticipated, which Mr. Corley characterized as not a major concern.

MOTION: To accept the Director's Report of Expenditures for FY 2026.		
Moved by	**Seconded by**	**Vote**
Fred Brown	Richard Mann	Passed unanimously

4. Discussion / Action on Final Approval of the FY 2027 Budget and Service Fee Resolution

Mr. Corley stated that the budget in the packet matches the numbers the Board approved at its previous meeting. Since then, the required statutory steps have been completed, including approval by the Commissioners Court and distribution to all municipalities within Brazos County for review. There are no changes to the final numbers.

Taxpayer Impact Statement (per agenda): Because the District has no ad valorem taxing authority, action on the proposed budget has no impact on the property tax bill of any person within the District.

MOTION: To give final approval to the FY 2027 budget and Service Fee resolution.		
Moved by	**Seconded by**	**Vote**
Richard Mann	Dean Swartzlander	Passed unanimously

5. Discussion / Action on FY 2027 Dispatch Contracts with the City of Bryan and Brazos County

Mr. Corley explained that these are the annual contracts under which the City of Bryan and Brazos County perform the dispatch function for the District. There are no significant changes; the dates and dollar amounts were updated as they are each year.

The only wording change is in Section 4 of the County's contract, which addressed CAD records. It was made more general to reflect that the dispatch center maintains a variety of digital records on behalf of the County and City, all of which are their property and will be treated as such. Mr. Corley proposed the language and the County's attorney revised it. It does not change how business is conducted, and the City of Bryan could adopt the same language in the future.

MOTION: To approve the FY 2027 Dispatch Contracts with the City of Bryan and Brazos County.		
Moved by	**Seconded by**	**Vote**
Dean Swartzlander	Blake Busse	Passed unanimously

6. Discussion / Action on a Resolution in Support of Legislation to Modernize Wireless 9-1-1 Fees

Mr. Corley explained that the wireless 9-1-1 fee, created in 1997 at 50 cents per line, has not changed since, and that population growth no longer keeps pace with expenses. Wireless revenue staying flat this year, as shown in the financial report, is an example. Local governing bodies across the state are being asked to pass a resolution supporting modernization of the fee. The resolution does not state a specific amount. Commissioners Court has already passed a similar resolution, and the version before the Board is the same with items specific to the Commissioners Court removed. The resolutions will be provided to legislators during the coming session.

Discussion and information provided in response to Board questions:

- The lobbying firm this session is HBS, retained through the Texas 9-1-1 Alliance, which represents all 28 9-1-1 districts in the state. Members fund the Alliance by district population; the District's annual dues of about $5,000–$5,500 also cover a full-time attorney for legal and regulatory issues. Mr. Corley described the firm as well connected and the relationship as going well so far.
- The Commission on State Emergency Communications (CSEC), which oversees 9-1-1 in areas of the state not served by a district, has a new director with a state-government background, who has a good working relationship with the lobbyist.
- The Alliance will wait until November, when committee assignments are made, to determine who will sponsor the bill so it can be routed through the desired committee. Commissioner Fred Brown offered assistance with legislative contacts, and Mr. Corley will keep the Board informed and invite members to upcoming meetings.
- Proposed approach: raise the wireless fee to 75 cents per line, then tie future adjustments to the Consumer Price Index on a two-year (biennial) cycle, increasing the fee by half of the inflation over each period. Applying that formula retroactively to 1997 yields roughly 71–72 cents, consistent with the 75-cent figure. This is intended to avoid returning to the legislature every session. The proposal must account for the wide range in district size, from under 20,000 residents to nearly 7 million in Greater Harris County.

- Mr. Corley acknowledged the difficulty of gaining lawmakers' support for anything perceived as a tax increase and noted the effort is being framed as a public safety issue. A bill passed the House two sessions ago but died in the Senate, which instead provided a portion of its budget surplus. That helped in the short term but does not solve long-term funding. In particular, Next Generation 9-1-1 core services contracts run five years, while funding is secured only two years at a time.

MOTION: To approve the resolution in support of legislation to modernize wireless 9-1-1 fees.		
Moved by	**Seconded by**	**Vote**
Blake Busse	Richard Mann	Passed unanimously

7. Director's Report and Board Concerns

Mr. Corley presented the following items. No action was taken on this item.

A. Current Staffing Levels

Mr. Corley corrected an error in the staffing report: Dispatchers are 35 budgeted and 35 staffed (not 36), so the dispatch center is 100% staffed. The Quality Assurance and Training position has been vacant since June; Mr. Corley plans to keep it vacant through the end of the fiscal year to recoup some of the earlier over hiring expense, and expects to address restructuring in executive session. The over hire of approximately four extra dispatchers earlier in the year has since worked itself out through attrition, including departures for reasons outside the District's control. The dispatchers currently in training are reported to be doing well.

High school internship program. As part of its outreach to local high schools, the District has hosted criminal justice classes from College Station and Bryan for tours and presented at College Station. Staff also helped students prepare for a 9-1-1 dispatching competition, and one student won the regional competition and advanced to state. Building on that, the District and the College Station High School criminal justice teacher arranged interviews and selected two interns, who will work with the District through May at an average of 10 hours per week (about 320 hours over 32 weeks). They began about three weeks ago in five-hour blocks. The program is a modified version of new-hire training, and the curriculum is being built as it goes so that outlines, lesson plans, and training materials are ready next year. So far, the interns have learned basic policies and procedures and CAD commands and have done dispatch observation. Neither passed the required typing test, which serves as a benchmark, and typing and multitasking practice will continue. The interns will also complete a personal history statement so they are better prepared should they later apply. Fourteen to fifteen dispatchers volunteered to take part, and interns are paired with those who are interested in teaching.

B. Shared PSAP Radio Channel

The channel has been created and added to the consoles, mobile radios, and portable radios at Brazos County 9-1-1. Remaining steps are to confirm that surrounding agencies have added the channel to their consoles and to develop policies and procedures for its use.

C. Elevator Replacement

Final adjustments were scheduled for September 10 with the state inspection on September 11. The inspection was completed but failed. Follow-up work was completed last Friday and the elevator is now working. The Board's next meeting should be able to return to the regular office space on the third floor, ending an outage of about a year and three to four months.

D. New CAD System Implementation

The City of Bryan and Brazos County are moving to Central Square's Enterprise CAD system. The data conversion kick-off call was completed a couple of months ago, and the license plate interface is underway. The Operational Administrative Review, a major milestone in which the vendor is on site for several days to gather data and configure call types and responses, is scheduled to be completed by November 2. It is later than originally hoped because of scheduling conflicts on both sides and the vendor's concurrent go-live in Chicago. The vendor built enough cushion into the schedule that the final go-live date should not be affected. A recent call with department heads indicated that all other items are on track.

E. Backup Center Expansion / Relocation

The transition to the larger backup center is complete. The backup center interlocal agreement (ILA) has been approved by the participating boards and councils, and the fully executed copy was distributed the morning of the meeting. Brazos County 9-1-1 and the City of College Station have already used the facility for training. Texas A&M Police Department has since expressed interest in joining the arrangement. Doing so would require amending the ILA and returning it to the city councils and Commissioners Court, but would lower the lease cost for the City and County by sharing the space. The timeline is uncertain and could be anywhere from two months to a year.

F. Kent Street Facility

Mr. Corley described the new facility, located on Villa Maria (the former Lester's department store, with a Kent Street address), and reported on the following:

- Employee input: an internal feedback form, chalk-line measurements of anticipated spaces on site, and a voluntary joint meeting with the architects to review the plans, followed by additional meetings to refine the layout.
- Structural assessment: expected to be completed soon. The building code requires Risk Category IV for a 9-1-1 dispatch center, which in this area relates mainly to wind load (and to a lesser degree seismic activity). In response to a Board question, Mr. Corley confirmed it does not relate to site security. Additional roof supports may be needed, which could change the floor plan. The building is tilt-wall construction.
- Construction: a selection committee at the County has completed the selection of a Construction Manager at Risk, and final negotiations with the selected firm are underway.
- Dispatch furniture: on Tuesday, September 22, several District staff will visit the Evans Consoles showroom in north Houston. Consoles are custom-built to specifications, so the District will obtain pricing from Evans and at least two or three other vendors before making a decision.
- Design constraints: the original exterior wall is structural and cannot be fully removed, and part of the floor sits over a crawl space with lower load capacity, which affects placement of UPS systems and batteries. Existing columns are located in or near walls by design, and one column may be removable depending on the wind-load design.
- Next step: the architects will convert the programming document into architectural drawings that meet clearance and ADA requirements.

G. Board Member Nominations

The municipal appointments of Chief Swartzlander and Chief Mann expire at the end of 2026. Mr. Corley will email all five municipalities in Brazos County requesting nominations, noting that there are no term

limits and the current members may be renominated. If only two nominations are received, no balloting is required; if more than two are received, a ballot will be circulated, which Mr. Corley recalled having happened rarely, if ever. The email will be sent later today or tomorrow, with both members copied.

8. Hear Public Comments

No public comments were offered.

9. Executive Session

At 1:15 P.M., the Board of Managers convened in closed session under Texas Government Code, Section 551.074 (Personnel Matters) to review the organization, structure, responsibilities, and compensation of the administrative staff of the Brazos County 9-1-1 District.

The Board reconvened in open session at 1:51 P.M.

10. Discussion / Action on Executive Session Held September 21, 2026

Following the executive session, a motion was made in open session as follows:

MOTION: To approve the restructuring of the District's administrative staff operations as presented in executive session, with the understanding that the proposal is budget neutral.		
Moved by	**Seconded by**	**Vote**
Richard Mann	Blake Busse	Passed unanimously

11. Adjournment

There being no further business, the meeting was adjourned at 1:52 P.M.

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Lloyd Wassermann, Chair
Board of Managers

ATTEST:

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Laura Blackburn
Recording Secretary