

**Robertson County Emergency
Communications District**

Board Meeting – Minutes

July 17, 2012

2012-07-01 Call to Order

Chairman, Kathy Spears called the regular scheduled 911 board meeting to order at 9:00 a.m. @ the Emergency Communications Center.

Roll Call

Board Members Present: Bruce Dean, Ron Gallagher, Russell Gupton, Bill Holt, Nancy Johnson, Kathy Spears, David Thompson.

Note: Let the minutes reflect that Gwen Martin arrived at 9:05.

Board Members Absent: R.L. Douglas

2012-07-02 Review Meeting Agenda

2012-07-03 Recognize Visitors

2012-07-04 Minutes

The 911 board reviewing the minutes for June 19, 2012. David Thompson mentioned from the minutes about the board approving the purchase of the measuring wheel for addressing, he also asked if anyone had inquired about the pricing on a new handheld GPS device. Cathy Lowe responded in saying that she had spoken with APSU and they quoted around the price range of \$4,000.00 and \$6,000.00, the more they are the more accurate they are.

Motion was made by David Thompson to approve the minutes of June 19, 2012 as reviewed.

Motion seconded by Gwen Martin.

Roll Call Vote: 8 – Yes 1 – Absent 1- Excused

2012-07-05 Financial Statement

Kathy Spears reported that the Financial Statement had not been completed due to still closing out the end of the year.

2012-07-06 Other Reports

- 1. At & t – Tariff – May 31, 2012** (Kathy reported slowly decreasing every month).
- 2. Homeland Security** – Elvis Wilson reported no updates at this time.
- 3. User Group – Bill Holt**

Bill Holt - reported that the Rescue Squad has not made a payment as of July 17, 2012. The user group decided to have them removed definitely from the trunking as of September 01, 2012 if this is not resolved.

Bill Holt – also mentioned that Greer Communications should be meeting with all fire departments. The FCC has mandated that all radios be narrow-banded. Bill Holt to get in touch with Billy Vogle concerning this matter. Bill Holt will call Billy Wilson, Fire Committee Coordinator so that a meeting can be scheduled for all fire departments to be informed of this.

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Bill Holt asked why the Wireless Tariff amount collected is not as much as the Landline rate. Asking the board what could be done to get the wireless rate increased. Suggestion was made to get with Clyde Richert and have him at the next 911 board meeting in August 2012.

David Thompson mentioned that there will be a Police Chief's meeting in two weeks and he would discuss the tariff issue's at that meeting.

2012-07-08 Old Business

Mapping – Addressing Issues – Cathy Lowe

Cathy Lowe mentioned to the board members, that she had taken (2) example copies of addressing policies to Attorney, Clyde Richert to review so that he can put a policy together for the Robertson Co. ECD, there has never been a policy initiated. The only thing we have had to back up what we do in the addressing office is the **TN. Code 7-86-127 Street Names and Numbers**. **Clyde Richert** to put together a policy for the 911 board to review, after reviewed and approved it will be brought before the county commission for approval.

2012-2013 Budget Corrections – Cathy Lowe

Cathy Lowe presented the board members with a corrected copy of the budget and explained the following corrections that were made to be 2012-2013 Budget.

1. The following amendments were made to correct the following Line Items:
 - a. Line Item #305-4203- Audit Services \$10,000.00
 - b. Line Item # 348-4304- Postage \$105.94
 - c. Line Item #410-4302-Custodial Supplies \$217.30
 - d. Line Item #435-4301-Office Supplies \$1,618.17

Total amount above is \$11,941.41 was taken from Line Item #307-4227-Communications.

The above Line Items were amended June 29, 2012 .

2. The following amendment was made to correct the following Line Item:
 - a. Line Item #169-4001-Part-time (Elvis Wilson) \$1,636.25
The total of \$1,636.25 was taken from Line Item #307-4227-Communications
 - b. The following Line Item amended:
 - a. Line Item #518-Amortization \$4,239.23
The total of \$4,239.23 was taken from Line Item #514-Depreciation.

The board approved all amendments that were made listed above.

Cathy Lowe – Advised the board that after all the June checks were written there was a balance of \$5,014.06 left in the regular checking acct. #0008246501. Cathy stated the wireless checking had a balance of \$181,351.44. The board suggested moving \$80,000.00 from #8273201-wireless to #8246501-regular checking. Cathy Lowe to do that today.

Motion made by Gwen Martin to make the above transfer of \$80,000.00 from wireless checking to the regular checking account. Motion was seconded by Nancy Johnson.

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2012-07-09 New Business

Kathy Spears gave an update on the City of Springfield Issue on the 911 Funding. She stated there has not been any resolution to the matter as of yet. She stated if anyone had any questions to please feel free to get in touch with her anytime day of night.

Nancy Johnson made the motion to adjourn. Motion seconded by Gwen Martin.

Next Meeting: August 21, 2012 (same time and place)

Gwen Martin, Secretary

Kathy Spears, Chairman

Cathy C. Lowe, 911-Coordinator/Mgr.

Ccl:cl

**Cc: 911 Board Members
 911 Minutes Manual**