

Robertson County Emergency Communications District

517 S. Brown St., Springfield, TN. 37172

(w) 615.384.0099 (f) 615.384.9379

January 15, 2013

2013-01-01 Call to Order

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

Roll Call

Board Members Present: R.L. Douglas, Ron Gallagher, Russell Gupton, Bill Holt, Nancy Johnson, Gwen Martin, Kathy Spears, David Thompson.

Board Member Absent: Bruce Dean, (he called, excused)

Others Present: Lisa McIntosh, 911- Auditor, Robert Black, Lee Ann Smith, Joe Palmer, Pat Brady, Elvis Wilson, Jason Pentecost, Jimmy Hamill, Cathy Lowe.

2013-01-02 Review Meeting Agenda

2013-01-03 2012-Audit – Lisa McIntosh with Gillette, Henderson & Co.

Lisa presented the 2012-Audit at this time. She presented page to page with any questions. Lisa mentioned that Russell Gupton's name was misspelled and that would be corrected before submitting to the Comptroller, corrected copies would be mailed to Cathy Lowe. Lisa mentioned that the \$333,000.00 from 2011 report was corrected by the auditors. There were NO FINDINGS for 2012. Bill Holt asked about the depreciation being budgeted or not. Lisa explained that it is budgeted. Motion was made by Bill Holt to accept the 2012-Audit with (1) name correction to be made. Motion was seconded by Gwen Martin.

Roll Call Vote: (8) Yes (1) Absent (1) Excused

2013-01-04 Minutes

Kathy Spears asked if all the board have reviewed the minutes for December 18, 2012. Motion was made by Russell Gupton to approve the minutes as read. Motion was seconded by Nancy Johnson.

Roll Call Vote: (8) Yes (1) Absent (1) Excused

2013-01-05 Financial Statement – December 31, 2012

Board reviewed the statement, **Cathy Lowe** explained that there were a few Line Items that have went over due to repair issues with the security system, generator, etc. (335-4233-maintenance-repair on building; 410-4302-custodial supplies; 719-4234-office equipment) the board decided previously to amend these line items quarterly if possible. Motion was made by Bill Holt to accept the financial statement for 12-31-12. Motion was seconded by Gwen Martin.

Roll Call Vote: (8) Yes (1) Absent (1) Excused

2013-01-06 Other Reports

Homeland Security – Elvis Wilson mentioned no updates at this time. **Bill Holt** stated very quiet. **Elvis** also stated that on the \$300,000.00 re-imbusement, we need Jeff Perigo’s signature.

At&t – Report for November 2012 \$21,957.40 (-665.73) from October 2012.

User Group – Bill Holt stated that batteries need to be purchased for security system. Motion was made by David Thompson to purchase batteries for the security system at approximately \$1,000.00.

Roll Call Vote: (8) Yes (1) Absent (1) Excused

Bill Holt also mentioned giving the **ECC-Director** the authority to purchase items for the center when they arise. **David Thompson** made the motion that the Director should purchase items for the center when need be and not to exceed \$2,500.00. Motion was seconded by Bill Holt.

Roll Call Vote: (8) Yes (1) Absent (1) Excused

Bill Holt also mentioned purchasing Software for Pre-Employment Testing from CritiCall. This would be used when hiring new dispatchers. The purchase price of software is \$3,515.00to keep renewed is will be \$699.00 yearly. Motion was made by Bill Holt to approve the purchase of Software from CritiCall. Motion was seconded by Russell Gupton.

Roll Call Vote: (8) Yes (1) Absent (1) Excused

Bill Holt stated that Robinette was in the building working on the dehumidifier that is located above the PSAP (computer) room. He explained moving the air & dehumidifier to the other side of the building and then complete duck work to the PSAP (computer) room. This will be discussed further and when by the RCECD Board decides to go forth, an RFP would have to be done and put out for bid at that time.

Cathy Lowe mentioned the fact that we are still having our 911 Data stored on the server at the Sheriff’s Office. **Cathy** suggested purchasing a server for the 911 Office so that all mapping & 911 Data would be stored at the 911 office location. **Robert Black** explained the technical end. **David Thompson** asked **Cathy and Robert Black** to explain how we are set up to doing all updating at this time and how and where all information is stored and all updates get to the center. **Cathy Lowe and Robert Black will talk with David Thompson.**

Kathy Spears – Dispatch Study Committee – Kathy gave an update to the entire board concerning the prior meetings of the Dispatch Study Committee. Kathy stated that at the next meeting January 31, 2013 at the Springfield City Hall at 9:00 a.m. **Clyde Richert** will have a representative from MTAS & CTAS present. It is the study committee’s intent to place all employees at the center under RCECD-911 Umbrella. **Kathy** mentioned that pay scales and insurance will still need to be worked out. There may be a few more changes within the center. All final decisions that are made by the study committee will then be brought before the RCECD-911 Board for approval then to the county commission. January 31, at 9:00 a.m. at Springfield City Hall is the next meeting date. **Kathy** stressed that all board members are invited to attend. She explained these decisions can change all that applies to the daily operations of the center. **Kathy Spears** commended **Clyde Richert** on the great job he has done handling all the prior meetings.

2013-01-07 Old Business

David Thompson asked about the new brackets in dispatch for the screens. **Robert Black** said all were up and working great, the board members to look at them after meeting.

David Thompson also asked about the purchase of the (spare) security board. **Rob** said no because it only had a 90 day warranty.

2013-01-08 New Business

Bill Holt mentioned that we need an answer from Archonix , maybe it is time to look at another Software Co. Archonix does not specialize in Law Enforcement. Other agencies all around us have been using AVL for years. **David Thompson** also agreed with this. The user group will do some research before the upcoming 2013-2014 Budget time.

Kathy Spears asked for a motion to adjourn, motion by Nancy Johnson to adjourn. Motion seconded by Russell Gupton.

Chairman, Kathy Spears

Secretary, Gwen Martin

Cathy C. Lowe, 911/Coordinator