

Robertson County Emergency Communications District

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

Board Meeting – Minutes

**March 19, 2013**

## **2013-03-01 Call to Order**

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

### **Roll Call**

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

**Board Members Absent:** Bruce Dean, (excused) Bill Holt, (Nashville/excused)

Present: 7 Absent: 2 Excused: 2

**Others Present:** Robert Black, Lee Ann Smith, Jimmy Hamill, Elvis Wilson, Michael Van Dyke, Cathy Lowe.

## **2013-03-02 Minutes**

The minutes of February 19, 2013 are being reviewed by the board at this time. Motion was made by Russell Gupton to accept the minutes as read. Motion was seconded by Gwen Martin.

**Roll Call Vote:** (7) Yes (2) Absent (20 Excused

## **2013-03-03 Financial Statement**

The 911 board reviewing the Financial Statement for the month of February 2013. Discussion on the line items that need to be amended for the 2012-2013 budget year. Cathy Lowe presented these to the board for approval.

1. Line Item # 335-4233-Maint. Repair – Building	\$-2,340.44
2. Line Item # 336-4232-Maint. Repair Equip/comp/Radio	\$ -14,238.33
3. Line Item # 410-4302-Custodial Supplies	\$-711.19
4. Line Item #719-4234-Office Equipment	<u>\$-688.21</u>
	<b>\$ -17,978.77</b>

Funds taken from 911-#58400 (ECC Budget)

1. Line Item #328-4216 – Janitorial Services	\$4,200.00
2. Line Item # 411-4303 – Data Proc Supplies	<u>\$4,000.00</u>
	<b>\$8,200.00</b>

Funds taken from 911-#54490 – (911- Busi. Office Budget)

1. Line Item # 302-4202 – Advertising	\$1,300.00
# 302-4415 – Public Relations	
2. Line Item # 317-4209 – Data Proc. Services	\$5,000.00
3. Line Item # 355-4419 – Travel	\$1,000.00
#355-4236 – Fuel (addressing)	\$1,000.00

4. Line Item #411-4303 – Data Proc. Supplies	\$1,000.00
5. Line Item #435-4301 – Office Supplies	\$1,000.00
6. Line Item #599-4499 – Other Charges	\$2,000.00
7. Line Item #719-4234 – Office Equipment	\$1,000.00
8. Line Item #790-4305 – Other Equipment	<u>\$1,000.00</u>
	<b>\$ 14,300.00</b>

**Cathy Lowe, 911 Office Manager** will present letter to the Robertson County Finance Office for Della Jones, Acct. to make the following line item amendments.

1. Line Item #335-4233 – Maint. Repair. Building	\$ 6,000.00
2. Line Item #336-4232 – Maint. Repair – Equip/comp/Radio	\$14,700.00
3. Line Item #410-4302 – Custodial Supplies	\$ 1,100.00
4. Line Item #719-4234 – Office Equipment	<u>\$ 700.00</u>
<b>Total of</b>	<b>\$22,500.00</b>

**The 911 Board** agreed to the above line item amendments. Motion was made by R.L. Douglas to amend the line items. Motion was seconded by Nancy Johnson.

**Roll Call Vote: (7) Yes (2) Absent (2) Excused**

## **2013-03-04 Other Reports**

- 1. Homeland Security** - Elvis Wilson and Michael Van Dyke (nothing to report at this time).
- 2. At&t – January 2013 Report - \$21,417.60** (less \$202.24 from Jan.)
- 3. User Group – David Thompson** reported for the user group.
  - A. David Thompson** mentioned the past Friday when all PSAP lines and phone lines were down at the ECC due to a wreck on Hwy 41N, which took phone and electric lines down for several hours. David Thompson suggested from the user group that the RCECD purchase a cell phone repeater to be installed there at the ECC. Elvis Wilson mentioned that the radio system, Net 10, security and all would go down. Elvis discussed with David Thompson to have the administrative lines transferred to the SPD if another incident arises. The user group had discussed having the administrative calls transferred to Sheriff's Office but that changed.
  - B. David Thompson** gave the 911 board and update on the work that is being done in the computer room. Robinette is doing the work and will be around \$2,400.00. 911 Board reviewed and voted at the previous board meeting to get job completed.
- 4. Kathy Spears** – mentioned that she had received an e-mail from Bedford Co., Chris White and had spoken with him concerning the SB#1317/HB1323 that Rep. Joshua Evans proposed to bring before the state legislative committee. Ron Gallagher mentioned he had spoken with Joshua Evans concerning the bill. David Thompson stated that he planned to attend the meeting the following Thursday in Bedford Co. concerning the bill. David stated he would report from that meeting to the board at the next board meeting. Kathy Spears mentioned that the 911 board did not need to jump the gun with this. Cathy Lowe was asked to send the e-mail from Bedford Co. to all board members for review.

**5. Kathy Spears – Dispatch Study Committee**

**Kathy Spears** mentioned that no meeting has been scheduled to go over the suggestions that MTAS & CTAS might have for the future. Kathy will keep all the board members notified. All decisions have to come before the 911 board for approval.

**2013-03-05            Old Business**

N/A

**2013-03-06            New Business**

**Kathy Spears** mentioned that the process has already started to submit the 2013-2014 Budget. There will be a preliminary budget for board members to review at the April 16, 2013 meeting.

Motion to adjourn by Gwen Martin. Motion seconded by Russell Gupton.

**Next Meeting Date: April 16, 2013 (same place and time)**

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**Gwen Martin, Secretary**

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**Kathy Spears, Chairman**

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**Cathy C. Lowe**  
**911/Coordinator, Manager**