

Robertson County Emergency Communications District

Board Meeting Minutes – May 21, 2013

2013-05-01 Call to Order

The regular scheduled meeting was called to order by the Chairman, Kathy Spears at 9:00 a.m. at the ECC.

Roll Call

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

Board Member Absent: R. L. Douglas, Ron Gallagher.

Others Present: Jimmy Hamill, Chad Gregory, Lee Ann Smith, Rachel Tomlin, Robert Black, Jim Ring, Michael Van Dyke, Pat Brady, Jody Stewart, Clyde Richert, Atty.; Cathy Lowe, Gina Holt arrived at the meeting around 9:15 a.m.

Roll Call - (7) Present (2) Absent (0) Excused

2013-05-02 Minutes – The board reviewing the minutes from April 16, 2013. Motion made by Bruce Dean to accept the minutes as read. The motion was seconded by Nancy Johnson.

Roll Call Vote: (7) Yes (2) Absent (0) Excused

2013-05-03 Financial Statement for May 31, 2013

Kathy Spears asking all board members to review the financial statement for the month of May 31, 2013. Cathy Lowe stated that line items that needed to be amended would be done at the June 2013 board meeting. Motion was made by Bill Holt to accept the May 31, 2013 Financial Statement. Motion was seconded by Gwen Martin.

Roll Call Vote: (7) Yes (2) Absent (0) Excused

2013-05-04 Reports from Committees

Kathy Spears asked if Clyde Richert, Atty. would like to start discussion on the Dispatch Study Committee. Clyde gave the board an overview of all the previous meetings of the Dispatch Study Committee. The Dispatch Study Committee meetings were held to discuss the funding for the dispatcher's salaries. Clyde stated that MTAS & CTAS came and spoke to all at the last Dispatch Study Committee meeting. MTAS & CTAS were asked to make recommendations on how we should adopt a funding formula by % of calls and by population.

Clyde stated to the 911 Board that if the 911 district took over salaries and insurance, by law they can do that. Clyde also stated that the county will make available the funding for the "Directors" position. **David Thompson** mentioned that if a staff analysis was done to see if we could manage with less staff and that could be a plus. David also stated that a funding formula needs to be in place. 911 Chairman, Kathy Spears stated making all positions under the 911 umbrella.

Page 2.

Kathy Spears mentioned not losing jobs but that we need more efficiency in staffing.

The Dispatch Study Committee believes it would be for the better meant of the center if the 911 District took all dispatchers under their umbrella. CTAS & MTAS agreed that all over the state, districts are run differently. **Clyde** stated out of all the districts that MTAS & CTAS have helped with their issues Robertson County is so very far ahead than most. Clyde mentioned that the 911 Board needed to be more informed on what the undertaking would involve having the 911 dispatchers under the 911 District's umbrella.

Jody Stewart – stated that the dispatchers would not be under county government, they would be under the 911 District's umbrella. **Gina Holt** – said it would remain the same all would go under 911 District. Clyde Richert mentioned, hiring a Director that would be advertised, it would be similar to the County Hwy. Dept. The 911-Director & Staff would handle the daily operations of the dispatchers and the center.

Kathy Spears asked if **Jody Stewart** with the County Finance Office would like to speak, she stated about the insurance Springfield and the County both have BC/BS she has a concern whether the benefits are the same. **Gina Holt** stated there are some differences. Jody suggested making the transition around December 01, 2013. It will be a big transition for the employees. **Jody** said having the transition done by July 01, 2013 does not give us much time. Jody speaking from the Budget Committee that the county will pick up the Director's position and suggestion was made to have Elvis's salary transferred to the county starting July 01, 2013.

Jody mentioned that the county payroll is held back 2-weeks, **Gina Holt** said the city was held 1-week. **Gina Holt** stated the bottom line is we don't want any employee's to lose anything. **Jody Stewart** mentioned her main concern was Life Insurance, the County offers \$15,000.00 not transferable. City of Springfield offers \$50,000.00 Term Life AD&D Policy. **Jody** suggested getting with David Bolton to see if something could be done w/911 District only. The city pays 85% of insurance and the 911 District pays 85%. Jody suggested 5-6 month transition period.

Kathy Spears asked if anyone had questions making sure all board members were understanding.

Gina Holt said the Springfield Mayor and Alderman would like to get the % funding and employees made a whole not losing anything. She stated that at tonight's meeting the city will be discussing a (a) Timeline that needs to be put in place.

(b) Budget amount to be set

(c) Funding Formula

Note: City agreeing that all will go under the 911 District. They will be looking at the recommendations that MTAS & CTAS made to the Dispatch Study Committee. David Thompson said if all is put under the 911 District now that we would be fighting the same battles later on down the road. (as in who's putting in how much money), (director to run the center), etc.

Page 3.

David Thompson stating that if the board agrees to accept this responsibility without decisions made we will be very sorry in the long run, paying the director's position is not going to solve our problem.

Bill Holt mentioned if we do the staff analysis, we hire a director and all is completed, we can divide out by nutrition, (cutting positions as people leave).

Bill Holt also mentioned that the staffing analysis could be done to see where money can be saved before move is made. **Bill Holt** asked if we needed to get approval to have staffing analysis done at this time. **David Thompson** stated that the funding needs to be in place then staffing analysis needs to be done. The concern is the 911 Board taking on something when it has not been settled yet. **David** stated he would rather know where the funding is coming from before we commit to anything at this time.

Clyde Richert stated I think one reason that all were in agreement for dispatchers to (911) was that they would be 911 District employees not White House, Springfield or County they would be 911. **Clyde** would encourage the 911 Board not to vote on this until the 911 knows more about where the funding will come from.

Clyde stated that the Springfield City budget is to be done by July 01, 2013. **Gina Holt** stated that the city budgeted the consolidated amount (the % recommended). **Clyde** stated that if the county does not put more into their budget the dispatchers would not be fully funded. **Clyde** stated the 911 Board does not need to become the employer at this time. **Clyde** is looking for a "STRAW POLL" VOTE today from the 911 Board, if the funding formula is worked out by Springfield, White House and County, that if that's done will the 911 Board be willing to take all dispatchers under the (911 District) umbrella. If yes, this would be a positive step that the (2) cities and county could put in their midst, whether staffing is done now the general consensus of the board within 60 days we will know whether or not dispatchers will or will not be funded.

Kathy Spears speaking as a county commissioner, we are beginning to process the county saying we will take over the director's position and on the other hand we would take all dispatchers under the 911 District's umbrella. **Kathy Spears** asked **Clyde Richert** what do we need to do at this time.

Clyde Richert asked for a motion from the 911 Board that if White House, Springfield, and Robertson County would agree on a funding formula acceptable to all, motion for all a "STRAW POLL" VOTE from 911 Board if all was set, would the 911 Board consider employment of all the 911 Dispatchers.

Motion was made by David Thompson if the City of White House, City of Springfield and Robertson County would agree on a funding formula acceptable to all, by "STRAW POLE" VOTE now by the 911 Board if all was set in place, would the 911 Board consider employment of all the 911 Dispatchers.

Motion was seconded by Bill Holt.

Roll Call Vote: (6) Yes (2) Absent (1) Gwen Martin stepped out of room.

Page 4.

Bill Holt mentioned that the 911 Board may need to call a special meeting after tonight's meeting at Springfield City Hall. Gina Holt stated that the City of Springfield wants to do this but once it's done we have to get finances worked out.

Ms. Gwen Martin returned, Kathy Spears explained the motion to her.

Roll Call Vote: (1) Yes

Note: Roll Call Vote: (7) Yes (2) Absent

Kathy Spears thanked Clyde Richert, Jody Stewart and Gina Holt for being here and helping with the discussion concerning the Dispatch Study Committee.

Jody Stewart asked to speak, she stated everyone really would like to keep all dispatchers consolidated but the biggest issue is the funding. Gina Holt mentioned funding is the whole reason that the Dispatch Study Committee was formed. Jody Stewart stated that a study should have been done 4-5 years ago before we went forward with everything.

2013-05-05 New Business

Kathy Spears asked Cathy Lowe to present the 2013-2014 Budget to the 911 Board. Cathy Lowe explained **corrections that were made on page 1.**

- a. Revenue amounts that we receive from the state
- b. Salaries and benefits are the same as last year.
- c. Budgeted GPS device

Corrections for page 2.

- a. Line items for maintenance on building and equipment
- b. Depreciation line item –

Bill Holt had spoken with Cathy Lowe yesterday and asked why we have depreciation budgeted. The state had said last year we should budget it but we don't have to.

David Thompson explained that Depreciation means that assuming all assets are depreciating that much that year. It's to recognize that all equipment is being depreciated and all can be replaced. **Bill Holt** mentioned we put this amount in our budget yearly and it's never used.

Cathy Lowe will contact the TECB and get better clarification on why we budget the depreciation figure.

Elvis Wilson mentioned that the NG911 PSAP is installed, up and running. Cathy Lowe will get the payment made to Greer Communications.

Page 5.

David Thompson also mentioned that the purpose to have the funding available does not accomplish that, with the depreciation figure if we had a 5-10 year capital plan that would accomplish that. **Bill Holt** said if we had a balanced budget we would have a remainder of \$65,000.00 and that could be put into a capital plan account. **David Thompson** suggested discussing further at the June 18, 2013 911 board meeting.

Bill Holt made the motion to accept the 2013-2014 Budget (with more discussion on the Depreciation figure at the 6-18-13 meeting). Motion was seconded by Bruce Dean.

Roll Call Vote: (7) Yes (2) Absent (0) Excused

Kathy Spears telling all board members that at the June 18, 2013 meeting. We will have the Public Hearing for the 2013-2014 Budget and also the 2nd Reading on the 2013-2014 Budget.....

Motion to adjourn by Gwen Martin. Motion seconded by Nancy Johnson

Chairman, Kathy Spears

Secretary, Gwen Martin

911-Coordinator, Cathy C. Lowe

