

**Robertson County Emergency Communications District  
Board Meeting Minutes – July 16, 2013**

**2013-07-01 Call to Order**

**Roll Call**

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

**Board Members Absent:** Nancy Johnson, excused

**Others Present:** Michael Van Dyke, Jimmy Hamill, Rachel Tomlin, Lee Ann Smith, Elvis Wilson, Robert Black, Jim Ring, W. H. City Officer & Cathy Lowe.

**2013-07-02 Minutes**

The 911 board minutes are being reviewed by the board at this time. Motion made by Gwen Martin to accept the minutes as read. Motion was seconded by Russell Gupton.

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

**2013-07-03 Financial Statement**

Cathy Lowe stated that the Finance Office will not close out the end of the year until July 19, 2013. We will have the financial statement for June 30, 2013 to review at the August meeting.

**2013-07-04 Other Reports**

1. **Homeland Security** – Jason Pentecost had nothing to report, Michael Van Dyke nothing to report. Bill Holt stated they are finalizing the end of year budget. They are working on money for the coming year, but if has been mentioned not much will be there. (Bill Holt mentioned there had been some talk about a company wanting to use our two cell towers for equipment use for internet access. Bill Holt stated to them that there would be no access for any other equipment.)

**Kathy Spears** asked if anyone had any other reports.

**David Thompson** asked if we could follow-up on some items from last month.

1. Director-Job Description, Kathy Spears answered by saying she had spoke with Jody Stewart this morning and we have the job description that was completed the Ryan Martin at the RCSO, and also Cathy Lowe received a copy from Madison Co. 911 to submit to Clyde. Kathy mentioned that if Pam Bagwell's assistant came out it would be \$150.00 an hour, if Pam works on this it will \$300.00 an hour. David Thompson suggested having MTAS & CTAS work on the job description since they will be involved in the hiring. Bill Holt's suggestion is to get all papers to Clyde and have him give all descriptions to MTAS & CTAS, when have a Job Description in place then have Clyde get that to all 911 Board Members to review hopefully before next board meeting. Kathy Spears to talk with Clyde Richert, Atty. and get this process moving.

2. **Kathy Spears** asked about the Communications Agreement whether the process has been started for its completion. David Thompson stated that if we wait 6-months we are going to have to re-educate all departments all over again. David stated the sooner we get things initiated the closer we could be to consolidating again.
3. **David Thompson** also asked about the phone lines being separated in dispatch. David asked about the time-line we were looking at, he had spoke with Jason last week, Jason Pentecost stated that they were looking at 3 weeks to a month. The main concern is that we may have to have another T1-line to handle NG-911 routing. Jason stated he would have a conference call that afternoon with TECB-Eddie Burchett, At&t-Bruce Francis, Greer-Jeff Perigo.....

### **2013-07-05      New Business**

**Kathy Spears** asked **Jason Pentecost** if there was anything he needed to bring before the 911 Board. Jason mentioned that 2-3 county dispatchers were due a step raise at the end of the month of July, how would this be handled, also the part-time dispatchers are given vacation and sick pay along with holiday pay that they work. Jason Pentecost also submitted a copy of the Springfield City Pay Plan along with Springfield City Chapter 14 – on Leave & Absences to all board members.

Kathy Spears mentioned that all county dispatchers were paid by the county not by the city any longer. Bill Holt stated that the 911 Board needed to adopt either the city pay plan or have the 911 Board initiate their own pay plan for the District. ***David Thompson made the motion to have the RCECD adopt the Springfield City Pay Plan for all county dispatchers. Also the motion would include vacation, sick and holiday pay for the part-time dispatchers just as they have received for the past 3 years. Jody Stewart had also mentioned the anniversary dates of all the county dispatchers, suggestion was made they all be changed to July 01, 2013 since that was the date they were hired. Cathy Lowe added this as part of the initial motion. Motion was seconded by Bruce Dean.***

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

**Kathy Spears** asked the board about the RCECD-911 (4) employees as to a Pay Plan for them. David Thompson made the motion to defer until next board meeting and that he would like to see a Pay Plan in place for the 911 office personnel. Motion was seconded by R. L. Douglas.

Kathy Spears asked if anyone had anything else to discuss.

**Kathy Spears** thanking everyone at this time for such a smooth transition with all the changes that have taken place within the last month or so. We are all a unit working together.

Bill Holt asked Jason Pentecost about the Comcast issues. We are trying to get Comcast installed here at the center. This could possibly be as much as \$100,000.00..... They will come and meet on this in the near future.

Kathy Spears asked for a motion to adjourn. Motion made by Russell Gupton, then seconded by Gwen Martin.....

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Secretary, Gwen Martin

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Chairman, Kathy Spears

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Cathy C. Lowe, 911 Coordinator