

Robertson County Emergency Communications District

E-911 Board Meeting – Minutes

August 20, 2013

2013-08-01 Call to Order

Chairman, Kathy Spears called the regular scheduled meeting to order at 9:00 a.m. at the Communications Center at 115 Pinnacle Dr.

Roll Call

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

Board Members Absent: R.L. Douglas

Present: 8 Absent: 1 Excused: 1

Others Present: Jason Pentecost, Jimmy Hamill, Michael Van Dyke, Robert Black, Elvis Wilson, Joe Palmer, Pat Brady, Jeremy Sisk, Jim Ring, Cathy Lowe.

2013-08-02 Minutes

The minutes for June 12 & July 16, 2013 were presented for approval. Minutes are read at this time. Motion made by Bruce Dean to accept the minutes for June 12, and July 16, 2013 as read. Motion seconded by Russell Gupton.

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

Homeland Security Update – Nothing at this time

2013-08-03 Financial Statements – June & July 2013

The 911 Board reviewing the (2) Financial Statements for the months of June, July 2013. Cathy Lowe explained that the July 2013 Financial Statement was showing negatives due to the extra salaries that had been added with the dispatch employees. Jody Stewart, Finance Director asked for this to be done. Motion was made by Russell Gupton to accept the June & July 2013 Financial Statements as presented. Motion was seconded by Bruce Dean.

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

2013-08-04 Reports from Committee

User Group – Bill Holt mentioned he had received an e-mail concerning the radio maintenance and who should be the overseer of the account. It was suggested in the e-mail that the radio maintenance be handled thru the Robertson County Emergency Communications District Board. It was suggested by the user group that the City of Springfield continue handling the account since the radios were purchased by the City of Springfield and Robertson County, not RCECD-911. David Thompson made the motion to leave the Radio Maintenance invoicing and accounting with the City of Springfield. Motion was seconded by Russell Gupton. Motion carried.

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Jason Pentecost stated that the 911 lines had actually rolled over to the administrative lines. Greer Communications had to replace (2) PSAP Cards and At&t replaced an alley circuit. Jason stated the 911 lines were back up and running that evening.

Jason reported the Greer still working on the phone lines to complete the switch over. They have also been testing the lines. The TECB gave us the go ahead with the programming.

Jason updating the board on Comcast working on offering the Fiber Optic to RCECD-911, right now the price is around \$30,000.00. (Comcast still working on this for a lower figure.)

Jason also reported on the air conditioning issue, he stated that Robinette has been notified to get this completed. Jason mentioned the Sewer Issue – he has (3) plumber quotes. The 911 board said this has already been approved to be done.

Jason Pentecost mentioned to the board that the dispatchers need new chairs, the present chairs have been in there for (3) years for 24x7. Jason has received (3) quotes on chairs. Eckles was the lowest quote per chair around \$460.00. We would need to purchase (7). Bill Holt made the motion to purchase the (7) chairs from Eckles Office Supply in the amount of approximately \$460.00 per chair. Motion was seconded by Russell Gupton.

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

AT & T Report for June 2013, total of \$19,932.04

Cathy Lowe presenting to 911 board a mapping issue on Kelton Jackson Rd. where we have two drives with more than one residence on each drive, then there are individual drives off the one main drive. There was discussion from several board members. All residences have mailboxes on Kelton Jackson Rd, per where the post office requires them to be. The 911 Board asked Cathy Lowe to get in touch with George James, Springfield City Planning Dept. and see if there is a ordinance for the (2) drives on Kelton Jackson Rd. Cathy Lowe's office will also call ALL the residences to get their approval and concerns if we should have to make these PRIVATE drives.

Cathy Lowe also mentioned that the 911 vehicle really was looking bad with the striping slowly coming off the vehicle. Cathy asked the board if she could get (3) quotes and get the striping removed from the vehicle and just use the magnets that we had made several years ago. Suggestion was made to also have the 911 Addressing vehicle detailed. Motion was made by Nancy Johnson to remove striping from 911 Addressing vehicle and to also have it detailed. Motion was seconded by David Thompson.

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

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2013-08-05 Old Business

Kathy Spears – reported there has been no update from Clyde Richert on the RCECD-911 Director’s job description. Kathy also stated no update on the Communications Agreement. Kathy Spears will get with Clyde, if he has an update she will e-mail all board members.

2013-08-06 New Business

Kathy Spears stated that the County Commission has already voted and approved their 2013-2014 Budget. Kathy Spears at this time asked the 911 Board if they were going to give the 911 Business office personnel a 3% raise. Discussion from several board members at this time. Motion was made by Bill Holt to give the 911 Office Personnel a 3% raise that would be retroactive back to July 01, 2013. The motion was seconded by Nancy Johnson.

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

Next Meeting Date: September 17, 2013.

Kathy Spears asked for a motion to adjourn. Motion to adjourn by Nancy Johnson. Motion seconded by Bruce Dean.

Gwen Martin, Secretary/Treasurer

Kathy Spears, Chairman

Cathy C. Lowe, 911/Coordinator