

**Robertson County Emergency Communications District
Board Meeting Minutes of January 21, 2014**

2014-01-01 Call to Order

The regular scheduled 911 Board meeting was called to order by the Chairman, Kathy Spears at 9:05 a.m., at the ECC building.

Roll Call – Board Members Present: Bruce Dean, R.L. Douglas, Ron Gallagher, Bill Holt, Gwen Martin, David Thompson, Kathy Spears.

Board Members Absent: Russell Gupton – Excused (@ meeting); Nancy Johnson, Excused (@ Orinda City Hall).

Others Present: Michael Van Dyke, Robert Black, Pat Brady, Jason Pentecost, Cathy Lowe.

2014-01-02 Minutes of December 10th, 2013.

The minutes were read by the board members at this time. ***Bill Holt made a correction to the minutes on page 2, 1st paragraph, in answer to the question would 911 addressing answer to the new 911 Director. Bill Holt stated (yes).*** Cathy Lowe to make this correction to the 12-10-2013 minutes. Motion was then made by R.L. Douglas to approve the minutes of 12-10-13 with exception of making the correction on page 2, paragraph 1. Motion was seconded by Gwen Martin.

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

2014-01-03 Financial Statements (November/December 2013)

Board members reviewing the (2) financial statements at this time, Cathy Lowe presented to the board that there were a few line items that needed to be amended for the 2013-2014 Budget year. They are as follows:

911- Office #54490

1. Line Item #305-4203 Audit Services (-500.00)
2. Line Item #502-4409 Building Insurance (-332.50)

Suggestion made to take \$1,000.00 from Line Item #331-4217-Legal Services and put into the following: Line Item # 305-4203 Audit Services - \$500.00

Line Item #502-4409 Building Insurance \$500.00

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ECC – 58400

Line Item # 317-4209 – Data Processing (-3,334.92)
Line Item # 499-4399 – Other Supplies (-346.04)
Line Item # 790-4305 – Other Equipment (-4,430.84)

Please take 10,000.00 from Line Item #307-4227 – Communications to amend the following:

Line Item # 317-4209 – Data Processing \$4,500.00
Line Item # 499-4399 – Other Supplies \$500.00
Line Item # 790-4305 – Other Equipment \$5,000.00

Cathy Lowe explained what had been paid out of these line items and the reason for the overages. Motion was made by Bill Holt to make these amendments to the line items. Motion was seconded by Bruce Dean.

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

Note: Motion was then made by Bill Holt to accept the Financial Statements for November & December 2013. Motion was seconded by R.L. Douglas.

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

2014-01-04 Report from Committees

Chairman, Kathy Spears

1. **Homeland Security** – Bill Holt no money available at this time.
2. **Public Safety Advisory Board** – Bill Holt asked Jason Pentecost to present all that was discussed at the previous Advisory Board meeting.
 - a. Greer Communications Internet (VPN) Data Converter for NTS @ Hillcrest Tower will allow access to the site.
Cost will be \$1,847.50 (then monthly fee of \$99.85).

Board members had some questions. Motion was made by Bill Holt to have the work done, and pay monthly fee of \$99.85. Motion was seconded by David Thompson.

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

- b. Comcast – Jason Pentecost presented the final cost from Comcast to run cable to our 911 facility. The cost will be \$25,560.00 with a monthly Comcast fee of \$249.45. Motion was made by Bill Holt to go ahead and have the cable ran, since the ECC opened the internet service has been very, very slow. Motion was seconded by Bruce Dean. (Cathy Lowe also mentioned that we already pay Direct TV a monthly fee of around \$119.06, so we would actually only be paying and additional \$130.39.)

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

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IT-Technician – Robert Black presented an ESRI quote to the 911 Board to purchase ESRI Runtime Engine for the Mapping for (8) workstations at the ECC. Cost will be \$3,400.00.

2014-01-05 Old Business

Cathy Lowe mentioned to the board that she had received an e-mail from a job posting site. 911 Board agreed to go ahead and post the 911 Director's position with them until the deadline of January 31, 2014.

2013 Audit - Cathy Lowe presented the 2013 Audit to all board members. The initial (1) finding was removed after more clarification from 911, Robertson Co. Finance Office and Gillette, Henderson & Co., Auditors. Motion was made to accept the 2013 Audit by Bruce Dean. The motion was seconded by R. L. Douglas.

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

2014-01-06 New Business
None

Next Meeting Date: February 18, 2014 - 9:00 a.m. (same place)

Adjourn by Russell Gupton, 2nd by Gwen Martin.

Kathy Spears, Chairman

Gwen Martin, Secretary

Cathy C. Lowe
911-Coordinator