

Robertson County Emergency Communications District
911 Board Meeting Minutes of March 25, 2014

2014-03-01 Call to Order

The regular scheduled RCECD Board meeting was called to order by the Chairman, Kathy Spears at 9:02 a.m., at the Emergency Communications Center located at 115-Pinnacle Dr., Springfield, TN. 37172.

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

Note: ALL PRESENT

Others Present: Joe Palmer, Pat Brady, Jerry Herman, Robert Black, Michael Van Dyke, Clyde Richert, Jason Pentecost, Terry Hazard, Marty Spears with CTAS, Cathy Lowe.

2014-03-02 Recognize Visitors

2014-03-03 Minutes for February 18, 2014

The Chairman, Kathy Spears asked all members to review the minutes of 02-18-2014. Motion was made by Russell Gupton to accept the 02-18-14 minutes. Motion was seconded by Nancy Johnson.

Roll Call Vote: (9) Yes Absent (0) Excused (0)

2014-03-04 Financial Statement – January 31, 2014

The February minutes reflected that the January 2014 Financial Statement, was Not approved and voted on, Cathy Lowe was asked to get some clarification on amending some line items. She e-mailed all the board members with clarification. Motion was made by David Thompson to accept the January 2014 Financial Statement as amended. Motion was seconded by R. L. Douglas.

Roll Call Vote: (9) Yes (0) Absent (0) Excused

Financial Statement for February 2014

Kathy Spears and board members reviewing the February 2014-Financial Statement. Cathy Lowe asked all the board members to overlook the attached sheet of amendments to be made to the 2013-2014 budget line items. Motion was made by David Thompson to approve the amendments to the February 2014 Financial Statement. Motion was seconded by R. L. Douglas.

Roll Call Vote: (9) Yes (0) Absent (0) Excused

Page 2.

2014-03-05 Reports from Committees

Chairman, Kathy Spears asked if anyone had an update on Homeland Security.

1. **Homeland Security – Bill Holt** stated that all is going well. Jason Pentecost will be attending the Communications meeting at Clarksville tomorrow.
2. **Public Safety Advisory Board – Bill Holt** mentioned a LogMeIn quote Rob Black had received to renew. It went up from \$199.00 in 2013 to \$499.00 2014. This enables Rob to work on all computers from his office, if there are issues. Bill Holt made the motion for 911 to pay the bill. Motion was seconded by Russell Gupton.

Roll Call Vote: (9) Yes (0) Absent (0) Excused

b. **Bill Holt** mentioned getting a Walkie-Talkie for Jason so that he can hear the traffic from central 24x7. This would be approx. \$600.00 (digital). Motion was made by Bill Holt to purchase the walkie-talkie for Jason to have 24x7 in case dispatch has some issues to arise after hours. Motion was seconded by Russell Gupton.

Roll Call Vote: (9) Yes (0) Absent (0) Excused

c. **Bill Holt** also mentioned to the 911 board that the Highland Crest Community College security asked if they could use the ECC'S radio channels if there ever arose a need, most of the time they only have one security person on duty at a time. All board members agreed to let them use the communications centers channels.

3. **At & t Report for February 2014- \$17,824.91 (difference of \$292.27)**

4. **Inerim Director– Jason Pentecost** stated that Comcast completion date will be April 11, 2014. Jason mentioned that David Thompson agreed to help with the pole permits.

2014-04-06 Old Business

Kathy Spears introduced **Terry Hazard w/CTAS** to present the process that was completed for hiring the new 911 Director. **Terry Hazard** explained the process starting with scoring the applications/resumes that were received. He also explained how the assessment team conducted the interviews, single activity as well as a group activity that involved all applicants. **Terry** recieved the scoring process. **Terry** asked if any board members had any questions.

Page 3.

Bill Holt stated that he had reviewed all the papers and he expressed his appreciation to CTAS & MTAS from the start to the finish. **Kathy Spears** also expressed her gratitude for all they had done for the RCECD-911 with this process. **Kathy Spears** asked **Clyde Richert**, 911-Atty. how to proceed. **David Thompson** made the motion to accept the #1-Candidate – Mrs. Hope Peterson from Clarksville, TN., with a starting salary of \$65,000.00 not to exceed \$70,000.00 (comments made that she scored the highest in all categories), and to establish a 911 Dispatch Committee. The motion was seconded by **Russell Gupton**.

Roll Call Vote: (9) Yes (0) Absent (0) Excused

Amendment to 911 Director's Position – Motion was made by **David Thompson** to amend the previous director's motion; to if #1-Hope Peterson does not accept the position starting at \$65,000.00 or if she withdraws then the 911 Board will then authorize to go to #2-Ray Raney and offer \$65,000.00 as starting salary. The motion to amend was also seconded by **Russell Gupton**.

Roll Call Vote: (9) Yes (0) Absent (0) Excused

Note: **David Thompson** and **Bill Holt** asked **Kathy Spears** to notify **Hope Peterson** and let her know the 911 Board members selected her for the new 911-Director of Robertson County Emergency Communications District making \$65,000.00 as a starting salary, and to authorize the 911 District to complete her back ground check. **Kathy Spears** agreed she would handle this for the 911 board.

911 Dispatch Committee – **Kathy Spears** asked if anyone would like to be on the committee. **Russell Gupton**, **Kathy Spears** volunteered. **Kathy** asked **David Thompson** if he would like to be on it as well. 911 Dispatch Committee was formed at this time with *Kathy Spears, Russell Gupton, David Thompson.* All board members agreed.

911- Attorney, Clyde Richert, Communications Agreement– **Clyde** commented on **MTAS & CTAS** being the best in what they do. **Clyde** gave a brief summary starting with July 2013 the dispatch center ceased to be consolidated. 911 initiated a search for a new 911 Director. A work study would be done also. 911 Board's immediate goal is to re-consolidate dispatcher's under 911 Board umbrella using proportionate shares that **CTAS & MTAS** had presented to both the County, Springfield & White House, this would be added to the RCECD's Communications Agreement.

Page 4.

Jerry Herman stated that White House was working on their budget at the present time, and they also want their dispatchers to go under the 911 umbrella. Clyde stated that the County Commission will need to vote fairly soon on the budgeting/funding formula. White House has a present contract with Springfield until June 2014. David Thompson mentioned that last fall verbal commitments were made to push to get these issues moving forward. Clyde mentioned that the County Commission meets the 3rd Monday night in April. Jerry Herman needs to know by April or May 2014 in order to have the appropriate funding itemized in his budget. Clyde stated that a motion needs to be made today where the 911 Board agrees to the funding formula to reconsolidate. Motion was made by David Thompson to agree on the funding formula presented by CTAS & MTAS last year, so Springfield, White House and County could reconsolidate. Motion was second by Bill Holt.

Roll Call Vote: (9) Yes (0) Absent (0) Excused

2014-03-07 New Business
N/A

2014-03-08 Adjourn
Motion made by Nancy Johnson to adjourn. Motion seconded by Russell Gupton. All board members agreed. Meeting adjourned.

Next Meeting Date: April 15, 2014 (same time & place)

Kathy Spears, Chairman

Gwen Martin, Secretary

**Cathy C. Lowe,
911-Coordinator**