

Robertson County Emergency Communications District  
(E-911) Board Minutes of **November 18, 2014**

**2014-11-01 Call to Order**

The regular scheduled 911 Board meeting was called to order by the Chairman, Kathy Spears at 9:03 a.m. at the Emergency Communications Center located at 1151-Pinnacle Dr., Springfield, TN. 37172

Roll Call: by Cathy Lowe

**911- Board Members Present:** R.L. Douglas, Russell Gupton, Bill Holt, Gwen Martin, Kathy Spears. (Danny Johnson, SPD attended in David Thompson’s place.)

**911- Board Members Absent:** Bruce Dean, (@ Hosp. and excused) Ron Gallagher, Sick, excused) Nancy Johnson, @ work and excused) David Thompson, out of town and excused)

**Others Present:** Chad Gregory, Gerald Wakefield, Michael Van Dyke, Jimmy Hamill, Kenny Hardaway, Robert Black, Jeff Ring, w/White House P.D.; Hope Petersen, Cathy Lowe.

**2014-11-02 Minutes for October 21, 2014**

The Chairman, Kathy Spears asked all 911 board members to review the October 21, 2014 minutes as presented. Motion was made by Bill Holt to accept the 10-21-14 minutes. Motion was seconded by Gwen Martin.

<b>Roll Call Vote:</b>	<b>Dean – Absent</b>	<b>Johnson- Absent</b>			
	<b>Douglas - Yes</b>	<b>Martin – Yes</b>			
	<b>Gallagher – Absent</b>	<b>Thompson – Absent</b>			
	<b>Gupton – Yes</b>	<b>Spears – Yes</b>			
	<b>Holt – Yes</b>		<b>(5) Yes</b>	<b>(4) Absent</b>	<b>(4) Excused</b>

**2014-11-03 Financial Statement for October 31, 2014**

The Chairman, Kathy Spears asked all 911 board members to review the October 2014 financial statement at this time. No questions at this time. Motion was made by Gwen Martin to accept the October 31, 2014 Financial Statement. Motion was seconded by R. L. Douglas.

<b>Roll Call Vote:</b>	<b>Dean – Absent</b>	<b>Johnson – Absent</b>			
	<b>Douglas – Yes</b>	<b>Martin – Yes</b>			
	<b>Gallagher – Yes</b>	<b>Thompson – Absent</b>			
	<b>Gupton – Yes</b>	<b>Spears – Yes</b>			
	<b>Holt – Yes</b>		<b>(5) Yes</b>	<b>(4) Absent</b>	<b>(4) Excused</b>

**2014-11-04 Reports from Committees**

**User Group** - Chairman, Kathy Spears asked for updates from the User Group. Bill Holt said that nothing of significance needs to be mentioned at this time.

**911/Director - Hope Petersen**

1. **At&t Tariff Report for September 2014 \$ 15,936.91 (-529.69)**
2. **At&t Settlement payment of \$6,696.00 was received.** The following amendment will be made to the 2014-2015 911 Budget.

Con't.

**Robertson County Emergency Communications District E-911 Amendments as follows:**

**Revenue**

At&t we received a check in the amount of \$6,696.00 (#3317991292) E-911 Settlement Agreement.  
Apply to Line Item #5009 Miscellaneous Income

**Expenses**

Then the \$ 6,696.00 we will take from # 5009 (Misc Income)  
And Transfer to Line Item # 1308-(Communications Equipment)

Take \$8,000.00 from Line Item #599-4499 (Other Charges – Miscellaneous)  
Transfer to Line Item #1308 (Communications Equipment)

Take \$2,850.00 from Line Item #317-4209 (Data Processing Services)  
Transfer to Line Item #399-4220 (Other Contracted Services – NCIC/TIES/TBI)

Note: Sheila

Please make the above amendment corrections for the 2014-2015 Budget Year.  
Thanks you for your time in this matter.  
(Signatures on sheet attached with minutes.)

Motion was made by Russell Gupton to have the amendments corrected in the 2014-2015 911-Budget.  
Motion was seconded by Gwen Martin.

<b>Roll Call Vote:</b>	<b>Dean – Absent</b>	<b>Johnson – Absent</b>			
	<b>Douglas – Yes</b>	<b>Martin – Yes</b>			
	<b>Gallagher – Absent</b>	<b>Thompson – Absent</b>			
	<b>Gupton – Yes</b>	<b>Spears – Yes</b>			
	<b>Holt – Yes</b>		<b>(5) Yes</b>	<b>(4) Absent</b>	<b>(4) Excused</b>

3. **Comcast** – Hope Petersen gave an update from Comcast that they are running a new line from Hwy. 431-N to Evergreen Dr. to enable Comcast cabling to be run to Air-Tech. (Hope checking to see if we could possibly get a re-imbusement from Comcast.
4. **Hope Petersen** has spoken with Ashley McAnulty with Stephens, Inc. concerning re-financing the 911 Bond. The 911 Bond is considered to be revenue based. Robertson County bonds are considered to be general obligation (based on taxes).
5. **2014 (911) Audit** – Hope talked with the auditors yesterday, they stated they were wrapping things up and may be able to present the 2014 Audit to the board at the December 2014 board meeting.
6. **Maintenance on Building** – Hope presented to the 911 board the approx. amount of \$13,700.00 had been spent on repair and maintenance on the front gate. Hope suggested that we need to find out the actual problem not keep putting band aides on it. Robert Black the IT Tech. has been helping Hope with these issues. Interactive Systems will come out and over look the issues. Hope mentioned we may also need to have an electrician look at the possibly even looking at the grounding.

**Con't.**

7. **Hope Petersen** also reported that there was a water leak in the women's restroom, could be a plumbing issue. We have Trim Co. coming to check out this problem.
8. **Hope** has also been in contact with the following Tier 1 Vendors to hopefully set up dates to have 911 board members review their CAD Systems.
  - A. **Spillman, Scott Woodberry**
  - B. **Tri-Tec**
  - C. **Inter Act**
  - D. **Southern Software**

**Bill Holt** mentioned that he had spoke with another county that just went with Inter Act, and they said they wished they had not gone with them.

9. Digital Radio's  
Hope mentioned the Tower Sites and that she had a concern on (who authorizes maintenance to be done on the towers ???). Bill Holt said that contracts are in place for the maintenance and that Jason Pentecost had always handled all issues with the alarms. Bill Holt suggested that Hope get with Jason and get some others trained on how to handle issues that may arise.

Russell Gupton suggested asking if others would be willing to help when alarms go off. Bill Holt stated that he will have an IT Tech. that could be trained to help with these issues in the future. Bill Holt spoke on the programming of the digital radios. They will meet with Greer next week and decide the one person that will be Greer's immediate contact to handle all digital issues.

**2014-11-05 Old Business**  
**No Old Business at this time**

**2014-11-06 New Business**  
**Kathy Spears** updated all present that the County Commission gave all county employees **December 26<sup>th</sup>, 2014 a HOLIDAY.**

**911 Board Meeting was adjourned at 9:33 a.m.**

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**GWEN MARTIN, SECRETARY**

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**KATHY SPEARS, CHAIRMAN**

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**CATHY LOWE, 911-COORDINATOR**

**CCL:cl**

**Cc: 911 Minutes Manual**