

**Robertson County Emergency Communications District
Minutes of June 16, 2015**

2015-06-01 Call to Order

Kathy Spears, Chairman of the RCECD Board called the meeting to order at 9:00 a.m.

Roll Call:

911 Board Members: Jimmy Ayers – Present	Bruce Dean – Absent (at work)
R. L. Douglas – Present	Russell Gupton – Absent (in class)
Bill Holt – Present	Nancy Johnson – Present
Gwen Martin – Present	David Thompson – Present
Kathy Spears – Present	

Total Present – 7 Absent – 2 Excused – 2

Others Present: K. D. Smith, Bryan Dolash, Candice Dolash, Joe Palmer, Jeremy Sisk, Scott Sykes, Jeff Perigo, Pat Brady, Jim Ring, Jimmy Hamill, Maynard Schott, Gerald Wakefield, Kenny Jones, Austin Hamilton, Derek Noe, Chad Gregory, Hope Petersen, Cathy Lowe.

2015-06-02 Recognize Visitors

Kathy Spears recognized Gerald Wakefield with the White House Community Volunteer Fire Department at this time. Gerald presented to the 911 Board that he had applied for a Federal grant for P-25 digital radios and system. Gerald stated that he also planned on buying (3) NXDN radios. We will buy these when the county commission passes their budget. Gerald stated they would be issuing a purchase order around August or September 2015 for the (3) NXDN radios to Greer Communications, this will provide us a contact thru the dispatch center without using the paging channel. We have received notification that we will receive the grant for Regional P-25 radios and system. North Robertson Fire and White House Community Volunteer Fire do not have a private frequency for (private talk) we operate on other county fire frequencies or county frequencies.

Bill Holt asked Gerald what fire departments did he work with, that were on the 800 System. Gerald stated occasionally Goodlettsville, Hendersonville. Gerald also said when responding to Huffman Rd. and Dividing Ridge Rd. areas it would be Davidson Co. Bill Holt asked if they made a P-25 radio for the 460 frequency range. Gerald did not know. Kenny Jones with Motorola stated that yes they do and that Fort Campbell was on it right now. Bill Holt asked why they were going to the 800 instead of the 460 P-25. Gerald said that the state already has towers up and operational. Bill Holt asked Gerald what the cost of his system was. The total cost of the grant is \$323,000.00, \$137,000.00 of that is a 10 yr. contract for the service on the radios, (all upgrades on radios, if any software upgrades result in buying a new radio, Motorola will replace all radios that are on the system. This locks our cost in for 10 years.) My cost for this system with North Robertson is a little under \$29,000.00. Kathy Spears asked if the grant was paying the \$29,000.00. Gerald said no, they had actually sold some equipment and other things to have the money to pay the \$29,000.00.

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Kathy Spears asked Gerald exactly what he was asking of the 911 Board. Gerald is asking the 911-Board to let White House Volunteer Fire use the paging until the County passes their budget and the time it takes Greer to send him his (3) radios. Kathy stated the County budget will be completed probably by September 2015. Jeff Perigo stated it would take just a few days to receive his radios. Gerald is asking to use the paging channel for up to 90 days.

Hope Petersen asked Gerald for clarification on linking to our system. Gerald stated you already have an 800 frequency here now; all we need is to put that 800 frequency in our radios. I am not asking to use this on a daily basis. Hope asked Gerald if there would be any cost. Gerald stated there was no cost to 911 at all. Gerald also stated no cost for Greer either at this time.

David Thompson asked for clarification that Gerald wants to use that frequency for back-up. Gerald stated true. David Thompson also asked you plan on purchasing the (3) NXDN and David asked if they did not have the money in their budget to purchase (3) radios at this time. Gerald stated they are working on a continuous budget at this time. Gerald saying June – July is the time frame we are waiting for budgets to be passed. Gerald stated that the county money is 50% of their funding. In the meantime it is also the time when we have to pay our truck notes, insurance and everything else.

David Thompson asked the limitation on using the paging channel, Gerald said it has been done for years and years. Hope spoke up and said it is a problem now, you have call volume increasing, first responders, she stated you have (3) repeaters and all that call volume comes together. We have to keep the call volume now to a minimal.

Kathy Spears asked if a budget resolution or amendment would help with this issue. Bill Holt asked if you cannot find \$1,800.00 to \$2,000.00 to purchase radios to figure this out.

David Thompson asked if (3) radios would eliminate this issue. Chad Gregory offered to loan White House Community Volunteer Fire (3) portables to use for (90) days.

Hope Petersen stated that we really need to have more facts and information before the board makes a decision. David Thompson said let's get more information for further discussion at the July 2015 board meeting. David Thompson stated that he was not aware of any implied THREATS that had been made. Gerald stated that it was something that had happened on the county side.

2015-06-03 Minutes

Kathy Spears asking all to review the minutes of May 19, 2015. Motion made by David Thompson to approve the minutes as reviewed. Motion seconded by Bill Holt.

Roll Call Vote:	J. Ayres – Yes	N. Johnson – Yes
	B. Dean – Absent, excused	G. Martin – Yes
	R. L. Douglas – Yes	D. Thompson – Yes
	R. Gupton – Absent, excused	K. Spears – Yes
	B. Holt – Yes	
	Vote of: (7) Yes	(2) Absent (2) Absent

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2015-06-04 Financial Statement of May 31, 2015

Kathy Spears asked all board members to review the May 2015 Financial Statement at this time. Kathy asked Hope Petersen if she had anything to report on the statement. Hope stated she would explain the amendments in her report.

Motion made by Gwen Martin to accept the May 31, 2015 Financial Statement. Motion seconded by Jimmy Ayres.

Roll Call Vote:

<i>J. Ayres – Yes</i>	<i>N. Johnson – Yes</i>
<i>B. Dean – Absent & excused</i>	<i>G. Martin – Yes</i>
<i>R. Ll. Douglas – Yes</i>	<i>D. Thompson – Yes</i>
<i>R. Gupton – Yes & excused</i>	<i>K. Spears – Yes</i>
<i>B. Holt – Yes</i>	

Vote of: (7) Yes (2) Absent (2) Excused

2015-06-05 Reports from Committees

1. PSAB – Bill Holt

Bill Holt stated to the board that we would be changing over July 08, 2015. Jeff Perigo said that everyone should be ready to go by July 08, 2015. K. D. Smith, w/GPD asked if the radios had been programmed. Jeff Perigo said no, they will start when testing completed. Jeff stated hopefully tomorrow. Jason Putnam will be the radio coordinator for all agencies.

2. 911-Director, Hope Petersen

A. Hope gave a report on the CD's that have been renewed. A few CD's still have board members as signers that are deceased. We are also getting these cleaned up. I have notified Bruce Dean to see if he would be willing to be the 2nd board's signature, along with Ms. Gwen Martin as 911 Board, Treasurer. He said he would. Hope also stated that she and Cathy Lowe would be willing to help when needed with the leg work for Ms. Gwen and Bruce. Hope Petersen and Cathy Lowe are both bonded.

Motion made by R.L. Douglas to have Gwen Martin and Bruce Dean as the board member signers as well as Hope Petersen and Cathy Lowe helping when need be.

Roll Call Vote:

<i>J. Ayres – Yes</i>	<i>N. Johnson-Yes</i>
<i>B. Dean-Absent, excused</i>	<i>G. Martin – Yes</i>
<i>R.L. Douglas – Yes</i>	<i>D. Thompson-Yes</i>
<i>R. Gupton – Absent, excused</i>	<i>K. Spears-Yes</i>
<i>B. Holt –Yes</i>	

Vote of: (7) Yes (2) Absent (2) Excused

B. 2014-2015 Budget Amendments

Hope presented all the amendments to the 2014-15 Budget. (amendment sheet attached w/minutes)

Motion made by Gwen Martin to have the amendments made to the 2014-2015 Budget by the county finance office. Motion seconded by Nancy Johnson.

Roll Call Vote:

<i>J. Ayres – Yes</i>	<i>N. Johnson – Yes</i>
<i>B. Dean – Absent, excused</i>	<i>G. Martin – Yes</i>
<i>R.L. Douglas – Yes</i>	<i>D. Thompson – Yes</i>
<i>B. Holt – Yes</i>	<i>K. Spears – Yes</i>

Vote of: (7) Yes (2) Absent (2) Excused

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3. 2015-2016 Budget

Hope Petersen presented the 2015-2016 Budget. She explained every line item to the board. David Thompson asked about Longevity and Retirement. Hope Petersen presented the Longevity Scale and Pay Plan for Dispatch Personnel. This was also approved by the 911 Board. David also asked about having the Over-time and Holiday pay in the same line item. David Thompson looking at projections, Hope and Sheila Tillman, finance accountant are already working on these. Hope will get these together for David Thompson. Bill Holt asked for a breakdown between Archonix and Greer Communications.

- a. Greer – \$23,000.00
- b. Archonix - \$12,000.00

Hope Petersen made the suggestion to use \$125,000.00 of the \$300,000.00 received from TECB last year and make a principle payment on the 911 Center Bond.

David Thompson asking about the city amount of salaries as in comparison with benefits added.

Motion was made by Jimmy Ayres to accept the 2015-2016 Budget as presented. Motion was seconded by Nancy Johnson.

Roll call Vote:	J. Ayres – Yes	N. Johnson – Yes
	B. Dean – Absent, excused	G. Martin – Yes
	R. L. Douglas – Yes	D. Thompson – Yes
	R. Gupton – Absent. Excused	K. Spears – Yes
	Vote Of: (7) Yes (2) Absent (2) Excused	

911-Chairman, Kathy Spears to form a work-study committee to determine an increase for the 911-Director’s salary.

Hope Petersen provide the board with response from the TECB that the ECB was providing all districts with (2) individuals to attend (Center Manager Certification Course, with a savings of \$1,000.00. The TECB will be paying this. Hope stated he has already registered and been accepted for the course. Kathy Spears asked Cathy Lowe, 911 Coordinator to set up the date and time that the Budget (study) Committee can meet.

The committee assigned is: Chairman, Kathy Spears, Treasurer, Gwen Martin and David Thompson.

2015-06-06 Old Business

Kathy Spears mentioned that the Robertson County Commission approved and passed the 2015-2016 Inter- local Agreement at last night’s County Commission meeting.

2015-06-07 New Business

Nothing at this time

Next Meeting: July 21, 2015 (same time and place)

2015-06-08 Adjournment

Meeting adjourned at 10:55 a.m.

Chairman, Kathy Spears

Secretary, Gwen Martin

911-Coordinator, Cathy Lowe