

Robertson county Emergency Communications District (E-911)

Minutes of October 20, 2015

2015-10-01 Call to Order

The regular scheduled 911 Board meeting was called to order at 9:00 a.m. at the ECC building located at 115-Pinnacle Dr. by the Chairman, Kathy Spears.

Roll Call by Cathy Lowe

<b>Board Members Present or Absent:</b> Jimmy Ayres – Absent	Nancy Johnson – Absent
<b>Bruce Dean – Present</b>	Gwen Martin - Absent
<b>R. L. Douglas – Present</b>	<b>David Thompson – Present</b>
Russell Gupton – Absent	<b>Kathy Spears – Present</b>
<b>Bill Holt – Present</b>	

**Others Present:** Joe Palmer, Chad Gregory, Michael Van Dyke, Kenny Hardaway, Jimmy Hamill, Hope Petersen, Cathy Lowe.

2015-10-02 Review Meeting Agenda

2015-10-03 Recognize Visitors

911-Chairman recognized all present, including our regular extra family members.

2015-10-04 Minutes of September 15, 2015

Kathy Spears asked all board members present to review the minutes of September 15, 2015. **Motion was made by Bruce Dean to accept the 9-15-2015 minutes as reviewed. Motion was seconded by R. L. Douglas.**

<b>Roll call Vote:</b> J. Ayres – Absent	N. Johnson – Absent
<b>B. Dean – Yes</b>	G. Martin – Absent
<b>R. L. Douglas – Yes</b>	<b>D. Thompson – Yes</b>
R. Gupton – Absent	<b>K. Spears – Yes</b>
<b>B. Holt – Yes</b>	

**Vote Of: (5) – Yes (4) Absent (3) – Excused**

2015-10-05 Financial Statement of September 30, 2015

Kathy Spears asked all board members to review the 9-20-2015 Financial Statement (and any? of any board member). 911 Director, Hope Petersen explained that the following Line Items: #187-4008-Over-time Pay for Dispatcher Supervisor’s & 196-4418-Dispatcher Supervisor In-Service would be in the negative for the rest of the budget year. Amendments will be made in June of 2015 to get these **cleared up. Motion made by Bill Holt to accept the Financial Statement for 09-30-15. Motion was seconded by Bruce Dean.**

<b>Roll Call Vote:</b> J. Ayres – Absent	N. Johnson – Absent
<b>B. Dean – Yes</b>	G. Martin – Absent
<b>R. L. Douglas – Yes</b>	<b>D. Thompson – Yes</b>
R. Gupton – Absent	<b>K. Spears – Yes</b>
<b>B. Holt – Yes</b>	

**Vote Of: (5) Yes (4) Absent (3) Excused**

**911-Director – Salary Increase, con’t.**

Question was asked about the 911 Director’s Salary Increase. It was presented by David Thompson which was on the Committee that Kathy Spears appointed along with Gwen Martin and Kathy Spears. David Thompson presented that the Committee proposed a total increase of 6% and the total amount of salary increase would be \$3,900.00 (starting July 1, 2015-June 30<sup>th</sup>, 2016 Budget Year.

Motion was made by David Thompson to approve the salary increase of \$3,900.00. Motion was seconded by R.L. Douglas. **Roll call Vote:** J. Ayres – Absent N. Johnson – Absent

**B. Dean – Yes** G. Martin – Absent

**R. L. Douglas – Yes** **D. Thompson – Yes**

R. Gupton – Absent **K. Spears – Yes**

**B. Holt – Yes**

**Vote Of: (5) Yes (4) Absent (3) Excused**

**2015-10-06 Reports from Committees**

**1. PSAB – Bill Holt**

Bill Holt stated going “Live” with Southern Software w/CAD on 12-01-2015

**1. 911 Director – Hope Petersen**

a. Amendment Sheet Attached (Hope went over for all the board)

b. Revenue Bond – April 01, 2016

Hope met with Ashley McNulty on October 19, 2015, Hope will present at the November 2015 board meeting. Ashley McNulty will be at out December 15, 2015 911 board meeting.

**2. CD Renewals**

Hope mentioned a Principal payment w/ Additional Revenues

3-CD’s Maturing

Credit Union \$245, (we re-new at 1.25% for 12-months)

**Note:** Motion was made by R. L. Douglas to renew- the CD @ the Robertson Co. Credit Union for 12 months at 1.25%. Motion was seconded by Bruce Dean.

Roll call Vote: J. Ayres – Absent N. Johnson- Absent

**B. Dean – Yes** G. Martin - Absent

**R. L. Douglas – Yes** **D. Thompson – Yes**

R. Gupton – Absent **K. Spears – Yes**

**B. Holt – Yes**

Commerce Union - \$55,979.55 (renewed at Commerce Union)

Hope mentioned we have a CD @ Farmers Bank in the amount of \$ 27,125.87, she suggested to the board not to re-new, but to deposit into the Wireless Checking @ Farmers & Merchants Bank to help with the \$200,000.00 principle payment on the 911 Bond OR Southern Software purchase.

Motion made by Bill Holt to approve cashing in CD#255394 @ Farmers Bank to go on Software & Bond Payments. Motion was seconded by David Thompson.

Roll Call Vote: J. Ayres – Absent N. Johnson – Absent

**B. Dean – Yes** G. Martin – Absent

**R. L. Douglas – Yes** **D. Thompson – Yes**

R. Gupton – Absent **K. Spears – Yes**

**B. Holt – Yes**

**Vote Of: (5) Yes (4) Absent (3) Excused**

**3. Auditors – Hope stated that the Auditors would be here next week to get started on the 2015 Audit.**

David Thompson asked about the Policies & Procedures – where we stood on having these done. Hope explained (2) dispatchers leaving and Hiring (2) new dispatchers. Hope stated 30-60 days she would have the Policies & Procedures complete, target date suggested by David Thompson was January 01, 2016. Hope was in agreement.

**2015-10-07 Old Business**

1. R. L. Douglas – brought up some dispatcher issues. R. L. asked all departments present at the 911 Board meeting to get with Hope on any issues. Hope Petersen welcomes all issues from all departments. (some board members all expressed some past issues.

**2015-10-08 New Business  
N/A**

**2015-10-09 Adjournment**

A motion was made by Bill Holt to adjourn. Motion was seconded by Bruce Dean. Meeting adjourned.

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**Kathy Spears, Chairman**

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**Gwen Martin, Secretary-Treasurer**

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