

**Robertson County Emergency Communications District (E-911)**

**Board Minutes of November 15, 2016**

**2016-11-01 Call to Order**

Kathy Spears called the meeting to order at 9:00 a.m., same place.

Roll Call – by Cathy Lowe

Board Members Present: B. Dean – Present	R. L. Douglas – Present
R. Gupton – Present	B. Holt – Present
N. Johnson – Absent	G. Martin – Present
(working a wreck)	J. Ring – Present
D. Thompson – Present	K. Spears – Present

Present: (8) Absent: (1) Excused: (1)

Others Present: Joe Palmer, Chad Gregory, Michael Van Dyke, Jeff Perigo, Hope Petersen, Cathy Lowe.

**2016-11-02 Recognize Visitors**

**2016-11-03 Minutes of October 18<sup>th</sup>, 2016**

Kathy Spears asked all board members to review the minutes of 10-18-16 at this time. Bill Holt asked about section 2016-10-03 in the previous minutes (which was about the financial statement). Hope said she would clarify his question when we get to the Financial Statement. Motion was made by Bill Holt to accept the 10-18-16 board minutes. Motion was seconded by Jim Ring.

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

Vote Of: (8) Yes Absent: (1) Excused: (1)

**2016-11-04 Financial Statement – October 31, 2016**

Kathy Spears asked the board to review the October 31<sup>st</sup>, 2016 financial statement. David Thompson asked about the expenses being higher than revenues as stated on page 5. Hope explained expenses are higher due to bond re-financing and issuance cost. Hope went on to explain the financial statement.

In wireless checking \$ 110,256.12

Credit Union (CD) \$206,000.00 (is for debt. service acct.)

\$42,298.83 (actual amt.)

Current Assets is showing: \$779,572.28

- 206,000.00 (debt. service)

= \$573,572.28 (actual amt.)

Bonds Payable is: \$2,225,000.00

(all booked correctly)

Bond Actual \$2,060,000.00

Hope said we will be doing a Budget Amendment from Retained Earnings of \$208,374.52 (principle on Bond & Interest)

Statement of Revenues page 3. Hope said this is a True Statement of Revenues.

Motion was made by Bruce Dean to accept the October 31<sup>st</sup>, 2016 Financial Statement as reviewed. Motion was seconded by Russell Gupton.

**Roll Call Vote:** B. Dean – Yes  
R. Gupton – Yes  
N. Johnson - Absent  
J. Ring – Yes  
K. Spears – Yes  
R. L. Douglas – Yes  
B. Holt – Yes  
G. Martin – Yes  
D. Thompson – Yes

**Vote Of:** (8) - Yes Absent – (1) Excused – (1)

## 2016-11-05 Reports from Committees

### 1. PSAB – Bill Holt

- a. Bill Holt said to the board he received an MOU from Community Corrections with Montgomery County. He stated they have hired an individual for the community corrections and was asking if they could have a radio on the Robertson Co. radio system. Bill Holt stated that he needed to bring before the 911 board to say yes or no. Bill Holt said Jeff Perigo was aware of this. Bruce Dean asked if this took precedence. R. L. Douglas said we would be opening the door for others to ask for the same request. Bill Holt said solution would be to use cell phone to communicate. Hope said she would need a response from the 911 Board in order to respond to e-mail. Russell Gupton made the motion **NOT** to sign-off for the Community Corrections to have a radio thru Robertson County. Motion was seconded by R. L. Douglas.

**Roll Call Vote:** B. Dean – Yes  
R. Gupton – Yes  
N. Johnson – Absent  
J. Ring – Yes  
K. Spears – Yes  
R. L. Douglas – Yes  
B. Holt – Yes  
G. Martin – Yes  
D. Thompson – Yes

**Vote Of:** (8) – Yes (1) Absent (1) Excused

### 2. 911 Director-Hope Petersen

- a. Audit 2016 – Hope stated that Lisa McIntosh has been here the past 2 weeks working on 2016 Audit.
- b. Dispatchers – Hired 2, 3<sup>rd</sup> will start November 21, 2016.
- c. Wednesday, November 09, 2016 switched from trunk lines to NG-911 on Net TN Network. There was then a glitch where the NG-911 lines were not being recorded and we had the NOC transfer the NG lines back to trunking. Jeff was working on the issue. Hope stated that someone at the NOC transferred the lines back to NG-911 without our consent, 911 calls were not recorded from last Thursday until early Monday 11-14-16.

David Thompson stated he gave Hope an updated Reference Sheet for all Community Services.

Bill Holt mentioned Lunch for Relay for Life @ Sheriff's Dept. on 11-17-16.

**2016-11-06 Old Business**

N/A

**2015-11-07 New Business**

Kathy Spears asked Jeff Perigo if he had anything he needed to tell the board. Jeff Perigo stated that Robertson County was officially NG-911.

Kathy Spears also asked Mr. Robert McLeod with TECB, if he had anything to bring before the board at this time. Robert McLeod said that the Financial Audit for 2015 showed a negative in net position. He stated that as long as your depreciation is more than your net position you are good, but if net position is more that depreciation that is bad.

Robert McLeod asked about the Sales Tax refund amount that we received from Greer Communications, it was \$12,043.66.

Robert also mentioned that the TECB distributed 50% of 1.5 million in the year 2015. He stated that the TECB will be distributing 100% of 5 million to all the districts.

Robert mentioned there are 4 documents the board members need to be aware of, they are:

1. 911 Law
2. Revenue Standards
3. Accounting Chart of Accounts
4. Policies

**2016-11-08 Adjournment**

Motion was made by Bruce Dean to adjourn. Motion seconded by Jim ring.

Meeting Adjourned

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Gwen Martin, 911 Secretary

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Kathy Spears, 911 Chairman

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Cathy C. Lowe  
911-Addressing Coordinator