*State of Tennessee*   *County of Robertson*

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

**Minutes of March 19, 2019**

**2019-03-01 Call to Order**

The regular scheduled meeting was called to order by the Chairman, Bruce Dean at 9:00 a.m. at the Dispatch Center on Pinnacle Dr.

Roll Call: R. L. Douglas – Present Jason Head – Present

Nancy Johnson – Present Gwen Martin – Absent (excused)

Jim Ring – Present Faye Stubblefield – Absent (excused)

Michael Van Dyke – Present Russell Gupton – Absent (excused)

Bruce Dean – Present

Present: 6 Absent: 3 Excused: 3

*Others Present:* Patrick McLaughlin, WFD – Richard Head – Chad Gregory – Madison Burnette – Cathy Lowe – Hope Petersen – Jimmy Hamill – Mayor, Billy Vogle.

**2019-03-02 Approval of February 19, 2019 Minutes.**

Bruce Dean asked all the board members present to review the February 2019 minutes. Motion was made by Michael Van Dyke to approve the Feb. 2019 minutes as read. Motion was seconded by Nancy Johnson. No questions – All in Favor – Motion Carried.

**2019-03-03 Approval of February 28, 2019 Financial Report**

Bruce Dean asked all the board at this time to review the Feb. 2019 Financial Report. Motion made by Jason Head to approve as read. Motion seconded by R. L. Douglas.

Roll Call Vote: R. L. Douglas – Yes Jason Head – Yes

Nancy Johnson – Yes Gwen Martin – Absent

Jim Ring – Yes Faye Stubblefield – Absent

Michael Van Dyke – Yes Russell Gupton – Absent

Bruce Dean – Yes

Vote Of: (6) Yes (3) Absent (3) Excused)

**2019-03-04 Reports from Committees**

911 Director – Hope Petersen updates

1. ***IT-Position*** – Hope stated has been posted until April 4, 2019.

(Hope will set up a committee to go over applicants)

1. ***Supervisor Position’s*** - have been posted thru March 22, 2019.

(Hope has received (2) responses so far.

1. ***Roof Issues*** – Hope stated that the roofing company has been out and found a spot where leak is, they are waiting for a big rain to make sure that is the spot, before dry-wall work is done.
2. ***Hallway Lighting*** – All have been replaced with LED Bulbs.
3. ***Dispatch Chairs*** – Dispatchers have decided on chairs. Hope will be getting pricing from the vendors and get purchase paperwork completed.
4. ***Service Maintenance Bid*** - has been posted until March 29, 2019. The bid opening is March 29, 2019 at 2:00 p.m. at Dispatch Center.
5. ***Personnel Policies*** - Hope stated that she has talked with Jeff Beemer the Labor Law Attorney for Robertson Co. and that Hope will be getting the Personnel Policies completed and presented to the board.

**Chairman, Bruce Dean** asked where we are with dispatcher positions. Hope said we have 2 part-time hired and are in training until May 1st. Hope said then the process will start for hiring for the vacant Full-Time position.

**2019-03-05 Old Business**

Michael Van Dyke mentioned the Memorandum of Agreement Contract with Greer Communications. Michael stated we may not need to go with a 5 year contract at this time since we have heard that Greer Communications is for sale. Hope said she spoke with Stacy Sykes yesterday and she said that Greer Communications was only offered to Jeff Perigo to buy, and that did not happen. Stacy said it was not for sale.

Jason Head and Michael Van Dyke stated that we may need to look at a 3-year or even a one year contract.

Michael Van Dyke suggested having Stacy and Scott here to talk with the board before a motion is made to accept the Memorandum of Agreement with Greer Communications. All Board members present agreed.

**2019-03-06 New Business**

No new business at this time.

**2019-03-07 Adjournment by Nancy Johnson at 9:12 a.m.**

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**Chairman, Bruce Dean Secretary-Treasurer, Gwen Martin**

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**Cathy C. Lowe**

**RCECD-911 Addressing**

**Coordinator/Mgr.**