

*Robertson County Emergency Communications District (E-911)  
Minutes of May 21, 2019*

**2019-05-01 Call to Order**

The regular scheduled meeting was called to order by the Chairman, Bruce Dean at 9:00 a.m. and the Springfield-Robertson County ECC.

<b>Roll Call</b> – R. L. Douglas – Absent (Sick)	Jason Head – Present
Nancy Johnson – Absent (Called)	Gwen Martin 0 Present
Jim Ring – Present	Faye Stubblefield – Present
Michael Van Dyke – Present	Russell Gupton – Present
Bruce Dean – Present	
Board Present – (7)	Absent (2)      Excused (2)

Others Present: Stacy and Brittney Sykes, Jeff Perigo, Chad Gregory, Richard Head, Jimmy Hamill, Madison Burnett, Hope Petersen, Cathy Lowe.

**2019-05-02 Review Meeting Agenda**

**2019-05-03 Recognize Visitors**

At this time the Chairman, Bruce Dean asked for a motion to renew the Dispatch Equipment Service Contract for 1 Year.

Jason Head asked for clarification on the letter from Clyde Richert.

Motion was made by Russell Gupton to accept the low bid, no second on the motion. Bruce Dean said for lack of a second do I have a motion to accept the other bid proposal. Motion was made by Jim Ring to go with Greer Communications bid of \$27,635.00. Motion was seconded by Faye Stubblefield.

<i>Roll Call Vote:</i>	<i>R. L. Douglas – Absent</i>	<i>Jason Head – Yes</i>
	<i>Nancy Johnson – Absent</i>	<i>Gwen Martin – Yes</i>
	<i>Jim Ring - Yes</i>	<i>Faye Stubblefield – Yes</i>
	<i>Michael Van Dyke – Yes</i>	<i>Russell Gupton – Yes</i>
	<i>Bruce Dean – Yes</i>	

*Vote Of:      (7) Yes      (2) Absent      (2) Excused*

**2019-05-04 Approval of April 16, 2019 Minutes**

Bruce Dean asked all the board to review the 04-16-2019 minutes at this time. Motion was made by Russell Gupton to accept the minutes as reviewed. *Motion seconded by Jim Ring. All in Favor, Motion Carried.*

2019-05-05

**Approval of April 30, 2019 Financial Report**

The 911 board reviewing the April 2019 Financial Report. Motion made by Jason Head to approve as presented. Motion seconded by Jim Ring.

*Roll Call Vote:* R. L. Douglas – Absent      Jason Head – Yes  
Nancy Johnson – Absent      Gwen Martin – Yes  
Jim Ring – Yes      Faye Stubblefield – Yes  
Michael Van Dyke – Yes      Russell Gupton – Yes  
Bruce Dean – Yes

*Vote Of:* (7) Yes      (2) Absent      (2) Excused

2019-05-06

**Reports from Committees**

**1. 911-Director – Hope Petersen**

**a. Purchase of UPS – Eaton Batteries**

Hope presented that the UPS batteries have been here approximately 10 years. We need to replace (72 Jars) with Eaton for \$19,383.21, with extended Maint./Warranty for 2 years. (Note: this will be amended into the Maintenance Contract).

Jason Head asked about the increase in Maint./Equipment line item. Motion was made by Faye Stubblefield to make the purchase. Motion was seconded by Russell Gupton.

*Roll Call Vote:* R. L. Douglas – Absent  
Jason Head – Yes      Nancy Johnson – Absent  
Gwen Martin – Yes      Jim Ring – Yes  
Faye Stubblefield – Yes      Michael Van Dyke – Yes  
Russell Gupton – Yes      Bruce Dean – Yes

*Vote Of:* (7) Yes      (2) Absent      (2) Excused

**b. Purchase Computers for 911-Addressing Office.**

Hope explained they have been working with computers that are 7-10 years old. She is allowing \$1,750.00 for each computer with at total of \$5,250.00 for (3). She has worked with Southern Software and the County IT, Chet Biggers.

Motion made by Michael Van Dyke to purchase the computers. Motion seconded by Jason Head.

*Roll Call Vote:* R. L. Douglas – Absent      Jason Head – Yes  
Nancy Johnson – Absent      Gwen Martin – Yes  
Jim Ring – Yes      Faye Stubblefield – Yes  
Michael Van Dyke – Yes      Russell Gupton – Yes  
Bruce Dean – Yes

*Vote Of:* (7) Yes      (2) Absent      (2) Excused

**c. Purchase Microsoft Office Pro Licenses**

Hope explained that this was already out of date. She said it would be cheaper to purchase the (17) Licenses as a Bundle price of \$5,500.00.....Motion was made by Russell Gupton to purchase the licenses at \$5,500.00. Motion was seconded by Michael Van Dyke.

*Roll Call Vote:*

*Jason Head – Yes*

*Gwen Martin – Yes*

*Faye Stubblefield – Yes*

*Russell Gupton – Yes*

*Vote Of: (7) Yes*

*R. L. Douglas – Absent*

*Nancy Johnson – Absent*

*Jim Ring – Yes*

*Michael Van Dyke – Yes*

*Bruce Dean – Yes*

*(2) Absent (2) Excused*

**d. Budget Amendments for Budget 2018-2019**

Hope presented all the board with a sheet of amendments end of the 2018-2019 year. Sheet attached with minutes. Motion was made by Jason Head to approve the amendments to the present budget. Motion seconded by Jim Ring.

*Roll Call Vote:*

*Jason Head – Yes*

*Gwen Martin – Yes*

*Faye Stubblefield – Yes*

*Russell Gupton – Yes*

*Vote Of: (7) Yes*

*R. L. Douglas – Absent*

*Nancy Johnson – Absent*

*Jim Ring – Yes*

*Michael Van Dyke – Yes*

*Bruce Dean – Yes*

*(2) Absent (2) Excused*

**e. Budget 2019-2020**

Hope presented the 2019-2020 Budget to the board and explained all the line items that had additions of corrections. Hope also stated that she included a COL at 3% for Dispatchers and the 911 Addressing Personnel.

Hope also said that there were corrections made with the calls for service for Laws Enforcement, and that Southern Software had to help do a new report.

*Calls for Service:*

Robertson Co.: Was – 62%      Should Be: 62.5% (all county agencies)

Springfield:      Was - 23%      Should Be: 21.8%

White House:      Was – 15%      Should Be: 15.7%

con't  
 Robertson County Amount should be \$938,498.75  
 Springfield \$327,348.36  
 White House ..... \$235,750.88 (W.H. shld. be \$10,000.00 more)

Jim Ring mentioned that White House city voted on their budget last Thursday night.

Michael Van Dyke asked Hope how the Revenue was determined that we get from the State. Hope said TECB is determined by the population of the county. She also said there will be a meeting with TECB on June 11, 2019.

Jim Ring asked about all the employees being on the same level. Hope explained the step increases and the COL.

**NO VOTE ON 2019-2020 BUDGET , WILL BE PRESENTED AGAIN AT JUNE 18, 2019 BOARD MEETING.**

**f. Hope also mentioned the Renewal of the Inter-Local Agreement for Dispatcher Services.**

Hope said the Interlocal Agreement has the same figures. She will present at the June 2019 board meeting.

**g. IT Position opened back up**

Hope has received around 6 applications, she will get with J. T. Marshall and Jason Putnam to go over them and then have interviews.

**h. Dispatcher Position**

Applicants have been Critical Testing – this Thursday is last day to test. Then interviews will start.

Hope stated that was all of her report.

2019-05-07 Old Business

N/A

2019-05-08 New Business

Jason Head asked where we are on having Policies and Procedures complete. Hope said she was getting ready to send to Jeff Beemer. This may take around one to two weeks for him to review.

con't.

NOTE:

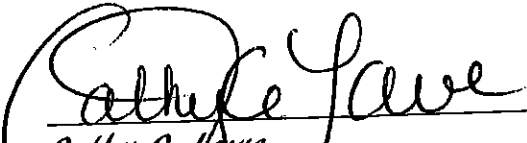
At this time Michael Van Dyke also asked Hope for the COL increases for the past 5 years. Hope said she would get that to him.

2019-05-09      Adjournment

Russell made the motion to adjourn, seconded by Bruce Dean.  
Meeting Adjourned

  
Secretary-Gwen Martin

  
Chairman, Bruce Dean

  
Cathy C. Howe,  
911 Addressing Coordinator