State of Tennessee County of Robertson

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

**Minutes of June 18th, 2019**

**2019-06-01 Call to Order**

**The Vice-Chairman, Russell Gupton called the meeting to order at 9:00 a.m., at the Springfield-Robertson County ECC.**

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

**Nancy Johnson, Present Gwen Martin – Absent**

**Jim Ring – Present Faye Stubblefield – Present**

**Michael Van Dyke – Absent Russell Gupton – Present**

**Bruce Dean - Absent**

**Board Present – 6 Absent – 3 Excused – 3**

**Others Present:** Richard Head – Chad Gregory – Mayor Billy Vogle – Jimmy Hamill – Madison Burnett – Hope Petersen – Cathy Lowe

*Let the minutes reflect that Mrs. Gwen Martin arrived at 09:02 a.m.*

**2019-06-02 Minutes of May 21, 2019**

The minutes being reviewed at this time. Motion by Faye Stubblefield to approve the May 21, 2019 minutes as read. Motion seconded by Nancy Johnson. All in favor, motion carried.

**2019-06-03 Financial Report for May 31, 2019**

The May 2019 Financial Report being reviewed at this time. Nancy asked about the Over-Time (why is it still going up)? Hope stated because of vacation time taken, sick, and 2 positions not filled yet. Motion made by R. L. Douglas to approve as reviewed. Motion seconded by Faye Stubblefield.

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

Nancy Johnson – Yes Gwen Martin – Yes

Jim Ring – Yes Faye Stubblefield – Yes

Michael Van Dyke – Absent Russell Gupton – Yes

Bruce Dean – Absent

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

**Con’t.**

**2019-06-04 Reports from Committees**

1. **911-Director – Hope Petersen**
2. Hope Petersen presented Amendment for the 2018-2019 Budget.

Copy attached to the Minutes - June 18, 2019

Transfer Expenditures From: #307-4311-Utilities –Cell Phones $60.00

Transfer to: 307-4310-Gneeral Telephone (Admin.) $60.00

Motion by Nancy Johnson to approve the amendment to be made. Motion seconded by Jim Ring.

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

Nancy Johnson – Yes Gwen Martin – Yes

Jim Ring – Yes Faye Stubblefield – Yes

Michael Van Dyke – Absent Russell Gupton – Yes

Bruce Dean – Absent

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

1. Hope said she had al the board members a copy of the 2019-2020 Budget to be approved. Hope explained that the 3% C.O. L. was still figured in for employees.

Faye Stubblefield made the motion to approve the 2019-2020 Budget as presented. Motion was seconded by Jason Head.

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

Nancy Johnson – Yes Gwen Martin – Yes

Jim Ring – Yes Faye Stubblefield – Yes

Michael Van Dyke – Absent Russell Gupton - Yes

Bruce Dean – Absent

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

1. **Hope mentioned she attended the last TECB meeting**. The state will be having a Public Hearing on July 16, 2019, which is the date of our next board meeting. Hope stated she had spoken with TECB-Curtis Sutton and Hope will be sending a letter to let the State know that we agree to have the phone rate to increase from $1.16 to $1.50.
2. **Dispatch Chairs** – All have arrived but (3) they should be delivered today………….
3. **IT-Position** – The new IT that was chosen is: Mr. Skylar Tackett, he is currently employed with Comptroller of the Treasury. All paperwork is looking good and his start date should be July 1, 2019………
4. **Dispatch Positions** – Hope explained she has had one full-time go to part-time; they have just went thru background checks and interviews have been done. The (2) full-time positions should start July 1, 2019.
5. **Addressing Computers** – Hope said that we have received the new computers for 911-Addressing Office. Mr. Tackett will install these after starting July 1, 2019.

Jason Head asked about our Policies & Procedures where we stand in having them complete. Jason wants a date to be received. Hope is still waiting to hear from Jeff Beemer on a few that he was checking on for her. Hope will finish up and have at the next meeting. Jason said the board members need a copy before anyone else is promoted.

**2019-06-05 Old Business**

**None**

**2019-06-06 New Business**

**None**

**2019-06-07 Adjournment**

Russell asked for a motion to adjourn, so moved by Nancy Johnson.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary-Gwen Martin Chairman-Bruce Dean

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cathy C. Lowe

911-Addressing Coordinator/Mgr.