State of Tennessee County of Robertson

 *Springfield-Robertson Co. Emergency Communications District (E-911)*

***Minutes of February 16, 2021***

2021-02-01 Call to Order

The regular scheduled 911 Board Meeting was called to order by the Chairman, Bruce Dean at

9:01 a.m. at the Communications Center.

Roll Call – Jason Head – Absent, excused Chance Holmes – Present

 Nancy Johnson – Absent, excused Gwen Martin – Absent, excused

 Jim Ring – Present Faye Stubblefield – Present

 Michael Van Dyke – Present Bruce Dean – Present

 Board Present: (5) Absent – (3) (3) Excused

Others Present: Chad Gregory, Richard Head, Rachael Payne, Jason Pentecost, Cathy Lowe.

**2021-02-02 Review Meeting Agenda**

**2021-02-03 Recognize Visitors**

**2021-02-04 Approve Minutes of January 19, 2021**

Chairman, Bruce Dean asked all the board to review the minutes at this time. Motion was made by Faye Stubblefield to approve the January 19, 2021 minutes. Motion was seconded by Jim Ring. No questions, all in favor, motion carried.

**2021-02-05 Approve Financial Report for January 31, 2021**

Chairman, Bruce Dean asked all the board to review the January 31, 2021 Financial Report at this time. Motion was made by Michael Van Dyke to approve 01-31-2021 Financial Report. Motion was seconded by Chance Holmes.

Roll Call Vote: J. Head – Absent C. Holmes – Yes

 N. Johnson – Absent G. Martin – Absent

 J. Ring – Yes F. Stubblefield – Yes

 M. Van Dyke – Yes B. Dean – Yes

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

**2021-02-06 Other Reports**

911-Director, Rachael Payne

1. **Code Red**- There is a lot of Policy to go along with this, Rachael mentioned looking at Policies with TEMA. Rachael also mentioned she had Code Red updated with 911/Addressing records this week. She said we will test next week.

Amber Alert is thru TBI……

Rachael mentioned Channel 4, did an interview with us. Also Fox 17 called, they want us to change the name CODE RED, since they have been using it for years.

1. Rachael mentioned that Skylar was out due to family illness. Skylar’s working on new Fax Line alternatives, since the 2 locations amount each month has been $600.00-$700.00 a month.
2. **TECB** – will be sending $50,741.00 (bi-monthly) this is overage money from 911-Tariff.
3. **Phone System** – is in affect they will take the funds out of base subsidiaries.
4. **Power-Phone** – Topics mentioned
5. Build Protocols – Prioritize - $81,000.00 (One-time price) includes (size & training)

 $10,000.00 for yearly maintenance

APCO has one also – Michael Van Dyke said this is definitely worth looking into.

(Rachael gave example of active shooter, there are no protocols for this)

Rachel and Jason were very impressed with what they had seen so far. Jason said the (demo w/APCO will be this Thursday 02-25-2021.

Jason mentioned (3) Disciplines – Fire, Police, EMS

Loudon Co. already has this, they are very impressed also. Michael said get w- Southern Software and see who they might recommend.

1. **911-Addressing Pay-Scale**

Rachael asked all to review the scale that she had e-mail earlier. Jim Ring suggested a 5% for all employees. Michael Van Dyke asked Rachael how she got the figures, she stated she started with minimum wage at $15.00, then figured each % rate for each position. Motion was made by Michael Van Dyke to approve the new Pay-Scale for 911-Addressing. Motion was seconded by Chance Holmes.

Roll call Vote: J. Head – Absent C. Holmes – Yes

 N. Johnson – Absent G. Martin – Absent

 J. Ring – Yes F. Stubblefield – Yes

 M. Van Dyke – Yes

 Vote OF: (5) Yes (3) Absent (3) Excused

1. **Dispatcher/Supervisor Pay-Scale**

Rachael stated how she worked up the pay-scale. Michael Van Dyke said that Jody Stewart/Finance Office should have a local government pay-scale that might help. It was mentioned starting pay at $16.80 for dispatchers.

Michael Van Dyke said we as a board need to think about (911) it is a separate entity,

not what the county or the cities do. Rachael stated that we are short (4) F. T. now.

Michael asked how much compression, Rachael explained 5%, 10%, 15% is figured with base amount. Jim Ring asked how this will affect the 21-22 Budget.

Each step is 3.5%, steps are done annually………. Michael asked the lowest supervisor amount being paid now. Rachael state Level 6 at $18.75.

Michael Van Dyke suggested having a ‘special called meeting” next week Mar. 02, 2021,

same time and place. Motion was made by Faye Stubblefield to have a special called meeting on Mar. 02, 2021. Motion seconded by Chance Holmes.

Cathy Lowe will e-mail the board of date and time.

Faye Stubblefield asked how this would affect the 21-22 Budget. Rachael said we are receiving extra funds from the TECB that we could use.

Bruce Dean brought up the (2) figures of $81,000.00 for Software and $40,000.00 for step increases. Bruce asked is it improper to go ahead and send this info to other entities. Racheal will do this after all is completed.

**2021-02-06 Old Business**

 None

**2021-02-07 New Business**

Bruce Dean asked when the County Commission and the County Nominating Committee would have the decision on our 9th Board Member. Faye Stubblefield mentioned they had not met yet.

**2021-02-08 Adjournment**

Bruce Dean called to adjourn. Jim Ring so approved……………. Adjourned

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Chairman, Bruce Dean Sec., Treas., Gwen Martin

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Cathy Lowe, Typist