State of Tennessee County of Robertson

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

**Minutes of June 16th, 2020**

**2020-06-01 Call to Order**

The regular scheduled 911 board meeting was called to order by the Chairman, Bruce Dean at 9:02 a.m.

Roll Call – J. Head – Present C. Homes – Present

N. Johnson – Present G. Martin – Absent, Excused

J. Ring – Present F. Stubblefield – Present

M. Van Dyke – Present R. Gupton – Present

B. Dean - Present

**Attendance - (8) Present 1) Absent 1) Excused**

**Others Present:** Chad Gregory, Madison Burnett, Jeff Glodoski, Skylar Tackett, Jason Pentecost, Rachael Payne, Cathy Lowe………….

**2020-06-02 Review Meeting Agenda**

**2020-06-03 Recognize Visitors**

**2020-06-04 Review Minutes of May 19, 2020**

Bruce Dean asked all to review the minutes of May 19, 2020 at this time. Motion was made by Michael Van Dyke to approve the minutes as written. Motion was seconded by Chance Holmes. No questions, all in favor, motion carried.

**2020-06-05 Review Financial Statement of May 31, 2020**

Bruce Dean asked all to review the financial statement for May 31, 2020 if any questions please ask. Motion was made by Michael Van Dyke to approve as written. Motion was seconded by Faye Stubblefield.

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

*N. Johnson – Yes G. Martin – Absent*

*J. Ring – Yes F. Stubblefield – Yes*

*M. Van Dyke – Yes R. Gupton – Yes*

*B. Dean – Yes*

*Vote of: (8) Yes (1) Absent (1) Excused*

**2020-06-06 Report from Committees**

1. 911 Director, Rachael Payne
2. **Amendments** to be approved for 2019-2020 Budget.

**Increase Revenue**

46980-5006 TECB Grants & Reimbursement 16,587

19700-5013 Insurance Received for Lightning Strike 34,282

**TOTAL 50,849**

**Increase Expenditures**

54490-799 Capital Outlay 34,262

335-4333 Building Maintenance 2,802

307-4313 Internet Charges 15

101-4001 Director 12,500

103 Assistant Director 410

410-4302 Custodial Services 350

524-4418 Staff Development 270

307-4310 Utilities-General Tele. Lines 100

399-4206 Contracts for Language Interpreting 120

307-4311 Utilities – Cell Phones 20

**TOTAL 50,849**

**Transfer Expenditures From:**

169-4009 Part-Time Salaries-Dispatchers 20,100

205-4103 Insurance (Medical & Life) 23,000

**TOTAL (43,100)**

**Con’t.**

**Transfer to:**

148-SUPR-4005 Dispatch Supervisor 10,110

187-SUPR-4008 Overtime Pay Dispatch Supervisor 8,250

190-4199 Accrued Leave Benefit – Current 12,640

301-4204 Accounting Services 500

334-4229 Maintenance Agreements 600

790-4305 Equipment Not Capitalized 11,000

**TOTAL 43,100**

Motion made by Russell Gupton to approve the Amendments to 2019-2020 Budget, dated June 16, 2020. Motion seconded by Nancy Johnson**.**

***Roll Call Vote****:* J. Head - Yes C. Holmes – Yes

N. Johnson – Yes G. Martin – Absent

J. Ring – Yes F. Stubblefield – Yes

M. Van Dyke – Yes R. Gupton – Yes

B. Dean – Yes

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

1. **APCO** – all employees are getting the recertifications done.
2. **Dispatcher Positions** – Had one hired, went thru all testing, etc.,

quite same day. (2) have been hired and are going thru training.

1. **TBI – Audit** – The TBI – Audit (passed) in compliance
2. **Security System** – Up and working
3. **Lightning**  - all issues have been completed.
4. **Tremco** – bathroom has not been done yet, still calling Tremco every week. They are waiting on the weather to do it.
5. **R-56 Audit** – Skylar reported the same company will do the R-56 Audit.

It will be much cheaper than originally anticipated. Cost of 1500.00 with a credit of $750.00 for any repairs they found that needed to be done, and that they would be the ones to complete the repairs.

1. **Skylar Tackett** gave board members a code for the security system.
2. **Rapid SOS** – Another way to track cell phone callers through an application installed on the computer. It not only shows locations on our map, but also on this map. It is just another tool to help locate the callers. We are working with Southern   
   software to try and integrate with our CAD the GPS that EMS already has in place.
3. **Life Flight** – Rachael stated that the dispatch can now order by computer, chat, or request. EMS trucks have southern Software -GPS.
4. **NCIC – Software –** Met with Sheriff’s Office and they use E-Agent, it will also be $40.00 cheaper. (will no longer need Flat Earth and Data Maxx).

Director, Payne explained that Flat Earth would be $3,948.00

and Data Maxx would be $2,592.00 (these are the 2 we have now).

If we go with E-Agent it will be $6,500.00 (difference of $40.00 cheaper, motion was made by Michael Van Dyke to approve the purchase of going with E-Agent for $6,500.00, for NCIC-Software. Motion was seconded by Nancy Johnson.

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

*N. Johnson – Yes G. Martin – Yes*

*J. Ring – Yes F. Stubblefield – Yes*

*M. Van Dyke – Yes R. Gupton - Yes*

*B. Dean – Yes*

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

**2020-06-07 Old Business**

Bruce Dean asked about the 911 Vehicle, getting it painted. Cathy Lowe stated that she will get the bids from the following vendors.

1. Cunningham
2. Dynamics
3. Ridgetop Collision

Cathy will have the 3 quotes at the next board meeting in July 2020.

**2020-06-08 New Business**

**None**

**2020-06-08 Adjournment**

Bruce Dean asked for a motion to adjourn, so moved by Nancy Johnson

at 9:25 a.m.

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

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Cathy C. Lowe – Typist