State of Tennessee County of Robertson

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

**Minutes for April 20th, 2021**

**2021-04-01 Call to Order**

The regular scheduled 911 Board Meeting was called to order at 9:00 a.m. at the Emergency Communications Center by the Chairman, Bruce Dean.

Roll Call: J Head – Present Chance Holmes – Present

Nancy Johnson – Absent, excused Gwen Martin – Present

Jim Ring – Present Faye Stubblefield – Present

Michael Van Dyke – Present Mike Wilhoit – Present

Bruce Dean – Present

Present: (8) (1) Absent (1) Excused

Others Present: Richard Head – Tyler Haley – Becca Warner – Mayor, Billy Vogle – Chad Gregory – Rachael Payne – Jason Pentecost – Skylar Tackett – Cathy Lowe.

**2021-04-02 Review Meeting Agenda**

**2021-04-03 Recognize Visitors**

**2021-04-04 Approval of March 16, 2021 Minutes**

The minuets are being reviewed by all the board. Motion was made by Faye Stubblefield to approve the minutes as presented. Motion was seconded by Jason Head. No questions, all in favor, motion carried.

**2021-04-05 Approval of March 2021 Financial Report**

All board members reviewing the March Financial Report. Motion made by Michael Van Dyke to approve March Financial Report. Motion was seconded by Chance Holmes.

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

***N. Johnson – Absent G. Martin – Yes***

***J. Ring – yes F. Stubblefield – Yes***

***M. Van Dyke – Yes M. Wilhoit – Yes***

***B. Dean – Yes***

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

**2021-04-06 Reports from Committees**

1. **911-Director, Rachael Payne (updates)**
2. **SQL License –** should be good on the 2019 version until about 2025-2026. Cost $27,000.00 and will not have to be done again for several years, until end of life for this version.
3. **Amendments April 20, 2021 for 2020-2021 Budget**

Rachael mentioned some of the line items to be amended.

(Accounting Services, Cell Phones, License Fees)

Motion made by Faye Stubblefield to approve the April 20, 2021 Amendments for 20-21 Budget.

Motion was seconded by Michael Van Dyke.

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

***N. Johnson – Absent G. Martin – Yes***

***J. Ring – Yes F. Stubblefield – yes***

***M. Van Dyke – Yes M. Wilhoit – Yes***

***B. Dean – Yes***

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

1. **Command Post** – Rachael explained that School Board was willing to sign us over a bus. Mike Wilhoit asked if it would be a command post or a back-up station. (911 lines will transfer to a mobile unit) Chance stated this would be great for 911. Mike Wilhoit and Michael Van Dyke mentioned if you start with old bus you will continue to have issues. Michael Van Dyke mentioned a mobile trailer with bumper pull. The board suggested checking on price of a mobile trailer, get cost estimate, with all equipment. Chance Holmes mentioned District 7 has a trailer to look at. There was NO VOTE for **Mobile** Back-Up.
2. **Power Phone** – Rachael Payne stated that the price she has told the board $81,000.00, was a little more, (due to training new dispatchers). It is $85,000.00.
3. **Rachael presented 2021-2022 Budget to the board.**
4. Rachael mentioned looking at In-Service.
5. Moving forward to E-Fax at 911-Addressing Office and Dispatch also.
6. Replace Carpets & Change some of the Lights) – Jason Head asked break-down for the carpet, Rachael said it would be coming out of maintenance line item. The board wants ideas on the cost of each of these projects.
7. Staff Development & Training and Over-Time being included in the cities %.

Board asked if money was in the budget for the bus and contracts, etc.

Michael Van Dyke asked where the extras will be taken from the budget.

(such as $22,000.00 for bus, Training Cost, Greer Communications $26,000.00) Rachael stated that the overtime is figured in cities budgets.

Motion was made by Jason Head to table the first reading of the 2021-2022 Budget until we can further explore the 2021-2022 Budget. Michael Van Dyke seconded the motion. Budget meeting will be scheduled.

1. **IT-Skylar Tackett** – mentioned since the 911 bombing and the phones being down.

Skylar working on Fiber being run. Question was asked, what has AT&T said, Skylar said very little has been explained…….

**Fox-17 & Code Red** – Rachel mentioned she received a call from Fox-17 about using the Code Red here in Robertson Co. Rachael told the board that testing will be done within next few weeks.

1. **Tele-Communicator’s Week –** Rachael stated that last week was Telecommunicators Week.

Rachael and Jason got snacks, drinks, etc. for all dispatchers on all shifts.

**2021-04-07 Old Business**

Chairman, Bruce Dean ask all the board if anyone had any nominations for the

Vice-Chairman position on the 911 Board. Faye Stubblefield nominated Jason Head for the Vice-Chairman’s position. Jason Head accepted the position……………..

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

***N. Johnson – Absent G. Martin – Yes***

***J. Ring – Yes F. Stubblefield – Yes***

***M. Van Dyke – Yes M. Wilhoit – Yes***

***B. Dean – Yes***

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

**2021-04-08 New Business**

N/A

**2021-04-09 Adjournment**

Meeting Adjourned

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Chairman, Bruce Dean Sec., Treasurer, Mrs. Gwen Martin

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Typist, Cathy Carter-Lowe

CCL:ccl

Cc: 911 Board Members

Minutes Book