

ROBERTSON CO. EMERGENCY COMMUNICATIONS DISTRICT (E-911)

MINUTES OF JUNE 15, 2021

2021-06-01 Call to Order

The regular scheduled 911 Board Meeting was called to order by the Chairman, Bruce Dean at 9:00 a.m. at the Springfield-Robertson Co. ECC training room.

Roll Call –	J. Head – Present	C. Holmes – Present
	<i>N. Johnson - Absent</i>	G. Martin – Present
	J. Ring – Present	<i>F. Stubblefield-Absent</i>
	<i>M. Van Dyke – Absent</i>	B. Wilhoit – Present
	B. Dean – Present	
	(6) Present	(3) Absent (3) Excused

Others Present: Chad Gregory, Richard Head, Tyler Haley, Billy Vogle, Jeff Glodoski, Rachael Payne, Jason Pentecost, Skylar Tackett, Cathy Lowe...

2021-06-02 May 18th, 2021 Minutes Approval

Chairman, Bruce Dean asked all the board to review the minutes at this time. Motion was made by Jim Ring to accept the minutes as approved. Chance Holmes seconded the motion. No question, all in favor, motion carried.

2021-06-03 May 31st, 2021 Financial Report Approval

All the board asked to review the May 2021 Financial Report. Motion was made by Jason Head to approve the May 31, 2021 Financial Report. Motion was seconded by Mike Wilhoit.

Roll Call Vote:	J. Head – Yes	C. Holmes – Yes
	<i>N. Johnson – Absent</i>	G. Martin – Yes
	J. Ring – Yes	<i>F. Stubblefield – Absent</i>
	<i>M. Van Dyke – Absent</i>	M. Wilhoit – Yes
	B. Dean – Yes	
Vote Of:	(6) Yes	(3) Absent (3) Excused

2021-06-04 Reports From Committees

1. **911-Director, Rachael Payne**
 - a. **Budget Amendments** – Rachael presented Budget Amendments on June 15, 2021 for 2020-2021 Budget year.

Robertson Co. Emergency Communications District (E-911)

115 Pinnacle Dr.
Springfield, TN. 37172
(office) 615-384-4911
(fax) 615-382-6967
E-Mail: cathy.lowe@robertson911.com

RCECD-Board Meeting Date: June 15, 2021

Voting On: Roll Call

Roll Call	Present/Aye	or	Absent/Nay
Jason Head	<input checked="" type="checkbox"/>		_____
Chance Holmes -	<input checked="" type="checkbox"/>		_____
Nancy Johnson -	_____		<input checked="" type="checkbox"/> called/ @ Orinda
Gwen Martin -	<input checked="" type="checkbox"/>		_____
Jim Ring -	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Faye Stubblefield -	_____		<input checked="" type="checkbox"/>
Michael Van Dyke -	_____		<input checked="" type="checkbox"/> - out of town
Mike Wilhoit -	<input checked="" type="checkbox"/>		_____
Bruce Dean -	<input checked="" type="checkbox"/>		_____

Total Present: _____ Absent: _____ Excused: _____

Motion By: Others Present 2nd By: _____

Skylar Tackett, Chad Gregory, Richard Head,
Tyler Haley, Billy Vogle, Mayor, Jeff Glogoski,
Rachael, Payne, Jason Pentecost, Cathy Lowe.

Prepared By: C. Lowe
Cathy C. Lowe, 911 Addressing Coordinator/Mgr.

Robertson Co. Emergency Communications District (E-911)

Minutes of May 18, 2021

2021-05-01 Call to Order

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

2021-05-02 Roll Call

J Head – Present

C. Holmes – Present

N. Johnson – Present

G. Martin – Absent

J. Ring – Present

F. Stubblefield – Present

M. Van Dyke – Present

M. Wilhoit – Present

B. Dean – Present

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

Others Present: Richard Head, Madison Burnett, Chad Gregory, Jeff Glodoski, Tyler Haley, Becca Warner, Rachael Payne, Jason Pentecost, Skylar Tackett, Cathy Lowe.....

2021-05-03 Review Meeting Agenda

2021-05-04 Recognize Visitors

2021-05-05 Approval of May 18, 2021 – Minutes

The minutes were reviewed by the board. Michael Van Dyke asked Cathy Lowe to correct the April 2021 minutes to reflect that he was present. Motion was made by Faye Stubblefield to approve the minutes with correction to be made for Van Dyke. Motion was seconded by Chance Holmes. No other questions, all in favor, motion carried.

Let the minutes reflect that Mrs. Gwen Martin arrived at 9:04 a.m.

2021-05-06 Approval of April 2021 Financial Report

Chairman asked all to review the April Financial Report as presented. Motion was made by Jason Head to approve the April 30, 2021 Financial Report. Motion seconded by Mike Wilhoit...

Transfer To:

148-SUPR-4005 Dispatch Supervisor	30,000
204-4108 State Retirement	4,000
524-4418 Staff Development	13,000
TOTAL	47,000

Director, Rachael Payne went over these with the board members. She explained that these amendments were coming out of TECB Revenue.

Motion made by Mike Wilhoit to approval for the May 18, 2021 Amendments to be done. 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 M. Wilhoit – Yes
 B. Dean – Yes*

Vote Of: (9) Yes (0) Absent

Jason Head asked about the debt on the 911 Communications Center. Jason Head mentioned that there were other buildings to use for a back-up station.

CAD License cost approximately \$5-10 thousand per license, unsure of exact cost. Mike Wilhoit asked what would we need? CAD Software, Phone System, or Internet based.....
Montgomery Co. is still our back-up at this time. Jason Head mentioned we need to take time to look at this.

City of Coopertown Mayor, Becca Warner, asked about the salaries and the relief for last year. She mentioned in meetings she had attended the American Recovery Act. Mike Wilhoit suggested looking into the American Recovery Act.

b. 2021-2022 Budget

Rachael presented the 2021-2022 budget to all the board, explaining line items that had changes from the previous budget. Rachael stated she had gotten a price on a command post fully furnished with computers, radios, lights, chairs and generator for the amount of \$145,000.00. Mike Wilhoit mentioned the amount Rachael had budgeted for the mobile command post for \$27,000.00. Mike asked where the rest was going to come from. Rachael said with retained earnings or the checking account, with the CD as a last option. Rachael had discussed this with Accountant, Sheila Tillman. Mike Wilhoit asked Rachel to call bond company and check and see if we could pay \$50,000.00 a year (extra) directly on principle.

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RCECD-Board Meeting Date: June 15, 2021

Voting On: Minutes - May 18, 2021

Roll Call Present/Aye or Absent/Nay

Jason Head	_____	_____
Chance Holmes -	_____	_____
Nancy Johnson -	_____	_____
Gwen Martin -	_____	_____
Jim Ring -	_____	_____
Faye Stubblefield -	_____	_____
Michael Van Dyke -	_____	_____
Mike Wilhoit -	_____	_____
Bruce Dean -	_____	_____

No
Roll
Call

Total Present: _____ Absent: _____ Excused: _____

Motion By: J Ring 2nd By: C Holmes

Prepared By: _____
Cathy C. Lowe, 911 Addressing Coordinator/Mgr.

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RCECD-Board Meeting Date: June 15, 2021

Voting On: Financial Report - May 31, 2021

Roll Call	Present/Aye	or	Absent/Nay
Jason Head	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Chance Holmes -	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Nancy Johnson -	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Gwen Martin -	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Jim Ring -	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Faye Stubblefield -	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Michael Van Dyke -	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Mike Wilhoit -	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Bruce Dean -	<input checked="" type="checkbox"/>		<input type="checkbox"/>

Total Present: 6 Absent: 3 Excused: 3

Motion By: J. Head 2nd By: M. Wilhoit

Prepared By: C. Lowe
Cathy C. Lowe, 911 Addressing Coordinator/Mgr.

Robertson County E911
Budget Amendments
June 15, 2021

Transfer Expenditures From:


169-4004 Part-time Salaries Dispatchers	2,245
317-4209 Data Processing Services	3,800
TOTAL	6,045

Transfer To:

103-4003 Assistant Director	205
105-4002 Full Time Salaries-Addressing Mgr.	205
148-SUPR-4005 Dispatch Supervisor Personnel	1,300
162-4006 Mapping/Address Personnel	300
162-IT-4012 Full-Time Salaries – IT	235
335-4333 Maintenance/Repair-Building	3,000
301-4204 Accounting Services	700
435-4435 Office Supplies	100
TOTAL	6,045

Note: Sheila Tillman
Please make the above amendment corrections for the 2020-2021 Budget Year.
Thank you.


Gwen Martin, Sec/Treasurer


Rachael Payne, Director


Bruce Dean, Chairman

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RCECD-Board Meeting Date: June 15, 2021

Voting On: Amendments to 2020-21 Budget
dated June 15, 2021

Roll Call	Present/Aye	or	Absent/Nay
Jason Head	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Chance Holmes -	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Nancy Johnson -	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Gwen Martin -	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Jim Ring -	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Faye Stubblefield -	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Michael Van Dyke -	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Mike Wilhoit -	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Bruce Dean -	<input checked="" type="checkbox"/>		<input type="checkbox"/>

Total Present: 6 Absent: 3 Excused: 3

Motion By: J. Ring 2nd By: M. Wilhoit

Prepared By: C. Lowe
Cathy C. Lowe, 911 Addressing Coordinator/Mgr.

