

Robertson County emergency Communications District (E-911)

March 21st, 2023 - Minutes

2023-03-01 Call to Order

The Chairman, Bruce Dean called the regular scheduled meeting to order at 8:59 a.m., at the 911 center.

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

Others Present: Mark Morgan, Chad Gregory, Richard Head, Danny Johnson, Jeff Glodoski, Rachael Payne, Jason Pentecost, Skylar Tackett, Dee Dee Perry, Billy Vogle, Cathy Lowe.

2023-03-02 Review Meeting Agenda

2023-03-03 Recognize Visitors – Public Hearing for the following roads:

*****No one present for the public hearing*****

- | | |
|-----------------------------|-----------------------|
| 1. 17 th Ave. W. | 5. Leota St. |
| 2. 18 th Ave. W. | 6. Rice St. |
| 3. 19 th Ave W. | 7. Short Cheatham St. |
| 4. Bessie St. | |

Motion made by Mike Wilhoit to approve all the above roads presented to the board for continuation of the re-addressing process. Motion was seconded by Jim Ring.

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

2023-03-04 Review & Approval of February 21, 2023 Minutes

Chairman, Bruce Dean asked all to review the February 21, 2023 minutes at this time. Motion made by Faye Stubblefield to approve the minutes as reviewed. Motion was seconded by Jim Ring. No questions – all in favor - motion carried.

2023-03-05 Review & Approval of January & February 2023 Finance Reports

Bruce Dean asked all the board to review the January 31, 2023 Financial Report at this time. He also asked the board to review the February 28, 2023 Financial Report also. Motion made by Michael Van Dyke to approve the January & February 2023 Financial Reports. Motion seconded by Chance Holmes.

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

2023-03-06 Reports from Committees

1. Rachael Payne, 911 Director (updates)
 - a. **Rachael stated that the new chairs were in for dispatch**, she had one in training room for the board to see.
 - b. **Go Bags** – Rachael said that the equipment was in for the Go Bags and Skylar was getting them all together.
 - c. **At&t Fiber Lines** – We have a new account manager and progress has been made. We re just waiting on an installation date.
 - d. **F & M Bank Acct.** – Rachael presented suggestion by F&M Bank to put part of checking funds (\$2.4 million) in a special account. Mike Wilhoit asked how the money would be insured? Rachael Payne and Faye Stubblefield will get more information for the next board meeting. Question also asked about insurance on CD's at Community Bank.
 - e. **Covington Rd.** – Rachael explained that while she was at conference last week, Bruce talked with a Contractor, Greg Wilson, that was trying to get addresses for the 3 lots. Bruce stated to him that we were in the process of re-addressing Covington Rd. he did not want to wait until the road was approved by the board. Bruce told him there was access for an old address number for the lots, but that he would have to change them when the road was approved by the board. He understood said he would rather spend 2 days changing the addresses on permits, etc. than wait on getting the address now. Board all agreed to go ahead and assign old address numbers to these 3 lots.
 - f. **John L. Patterson St.** – Rachael explained to the board that a contractor needed an address on John L. Patterson St. Board all agreed to go ahead and give an old address number to the contractor, and that he would have to change when John L. Patterson St. is re-addressed in December 2023. Rachael also asked how the board wanted to handle future issues like this, whether to give an old number of new one. The board said they want to address each on a case by case basis.

g. Rachael presented two streets that had discrepancies from a 911 Call. **They are Mariview Dr. & Merrell Ln.** Discussion from board members. Motion made by Faye Stubblefield to approve and start the re-addressing process on these two streets. Motion seconded by Chance Holmes.

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

h. Rachel mentioned that during the **Wind Storm** day – SPD set up their own command post, and it was a life saver for central dispatch, it helped out tremendously.

i. Call % - Rachel presented the numbers Jason completed for the board.

Numbers presented for year 2022 & Jan. Feb. 2023. They also included the storm day March 3, and continued thru part of March 4, 2023. (numbers attached with March 21st, 2023 minutes.)

Rachel asked if the board to purchase CAD for Jason’s office. The software will cost approx. \$8,000.00 plus \$500.00 for maintenance fee.

Motion was made by Michel Van Dyke to purchase CAD Software \$8,000.00 & Maintenance Fee \$500.00 for Jason’s office. Motion was seconded by Chance Holmes.

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

Rachael also suggested having emergency phones in her office as well as Jason's office. She also asked the board for (four) more laptops, with Intrado System and Ani-Ali in them. During the storm they had seven dispatchers working and that was not enough.

j. **Salary Info.** – Pay Scales for Dispatchers, Supervisors, & 911 Addressing and IT-Tech.

The 6% was a raise on top of COL to stay competitive with surrounding agencies.

Supervisors – 11% on top of COL to stay competitive with surrounding agencies.

Mike Wilhoit asked how much budget increase are we talking about?

Rachael said around \$260,000.00 additional with being over \$200,000.00. Michael Van Dyke asked where would starting pay be at. Rachael said \$20.10 an hour.

Motion made by Mike Wilhoit to approve the increases that will be made to Dispatchers, Supervisors and 911-Addressing pay scales.

Motion seconded by Chance Holmes.

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

k. **Salary Info.** - for Director, Rachael Payne & Ass't. Dir. Jason Pentecost.

	Now	New
Rachael Payne -	\$ 75,000.00	\$ 86,973.02
Jason Pentecost -	\$ 65,000.00	\$ 74,486.00

Motion was made by Michael Van Dyke to approve the pay scale adjustments for budget year 2023-2024. Motion was seconded by Mike Wilhoit.

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

- I. **Prepared Live** – Chance Holmes & Rachael Payne both were explaining to the board, that there can be 25 users at \$4,500.00. Michael Van Dyke asked for more information on this. Rachael and Chance will get more together for the board.

2023-03-07 Old Business

N/A

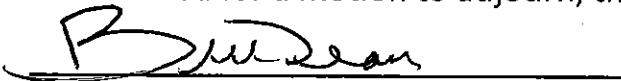
2023-03-08 New Business

N/A

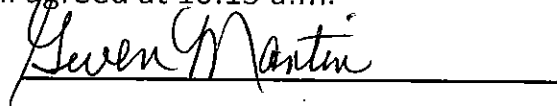
Before Adjournment, Director, Payne asked about the Mapping Grid that was discussed at last months board meeting. Michael Van Dyke said he prefers to do just as we are, have all roads be brought before the board so they all know exactly what the issues are for every road.

2023-03-09 Adjournment

Bruce asked for a motion to adjourn, they all agreed at 10:15 a.m.



Chairman, Bruce Dean



Sec.-Treas., Gwen Martin



Typist, Cathy Lowe