State of Tennessee County of Robertson

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

**Minutes of July 18, 2023**

**2023-07-01 Call to Order**

Chairman, Bruce Dean called the regular scheduled meeting to order at 9:00 a.m. at the 911 Communications Center.

**Roll Call** – B. Dean – Present J. Head – Present

C. Holmes – Present N. Johnson – Absent,excused

G. Martin – Present J. Ring – Present

F. Stubblefield – Present M. Van Dyke – Present

M. Wilhoit – Present

Board Present – 5 Absent – 4 Excused - 4

Let the record indicate Michael Van Dyke arrived at 9:04 a.m.

**Others Present**: Richard Head, Madison Burnett, Dee Dee Perry, Jeff Glodoski, Brent Dyer, Blake Pierce, Mayor Billy Vogle, Chad Gregory, Skylar Tackett, Commissioner Martin Morgan, Rachael Payne, Jason Pentecost

**2023-07-02** Review and Approve Meeting Agenda

**2023-07-03** Recognize Visitors

**2023-07-04 Presentation and Discussion for Re-addressing Henry Gower Rd.**

1. Dee Dee Perry presented reasons for the re-addressing of Henry Gower Rd. (maps and presentation attached to minutes). Dee Dee stated what prompted the re-addressing was a new construction where the driveway is located between two houses that were both using 2300 Henry Gower Rd. There was no room between houses, so a new address was issued. There were also multiple issues of several houses using the same driveway as well as addresses being out of sequence. Dee Dee stated some problems arise from a resident/builder relocating a driveway after an address was issued. She stated they had been working with the Highway Department to get driveway permits to cut down on that issue.
2. There were no residents present to speak on the issue.
3. There was discussion about the driveways that have several houses. Some of these would qualify for a private drive. According to policy, the residents are supposed to come up with a name for the private drive and bring it to Addressing.
4. Jason Head mentioned that there is an issue with residents not changing addresses like they are supposed to, which is making it harder on first responders. He mentioned that re-addressing of roads should not be focused on first responders and making it easier for them.
5. Mike Wilhoit brought up that houses should not be re-addressed if it is because of a new construction that is being built at a location that already has an address. Those residents should use the previously issued address. There was a request for Rachael to revise the Addressing Policy to include this information and bring it back to the board for approval.
6. Jeff Glodoski mentioned there was some confusion because of addresses being given because of where the driveway is located as opposed to the location of the front door. Dee Dee explained the reason it is done that way is due to NENA standards.

A motion was made by Mike Wilhoit to approve the re-addressing of Henry Gower Rd. Motion was seconded by Faye Stubblefield.

**Roll Call Vote:** B. Dean – Yes 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

Board vote of – 8 Absent – 1 Excused – 1

**2023-07-05** **Review & Approve of June 20, 2023, Minutes**

Chairman, Bruce Dean asked all the Board to review the June 20, 2023 minutes at this time. Faye Stubblefield made a motion to accept the June 20, 2023, minutes. Seconded by Mike Wilhoit. All in favor, no questions. Motion carried.

**2023-07-06** **Review and Approval of May 31, 2023, Financial Report**

Rachael stated the Finance Department did not get the books closed before the meeting and were apologetic. She stated the June and July statements would be available for the next meeting.

**2023-07-07 Report from Committee (911 Director, Asst. Director, IT Tech)**

1. Skylar Tackett reported on issues with air conditioning units in the dispatch area and computer room. The computer room unit had a broken belt and was repaired. The dispatch area unit needs to be replaced. The cost for replacement is $11,975.00.

A motion was made by Michael Van Dyke to approve the replacement of the air unit for the dispatch area. Motion was seconded by Chance Holmes.

**Roll Call Vote:** B. Dean – Yes J. Head – Yes

C. Holmes – Yes N. Johnson – Absent

G. Martin – Yes J. Ring – Yes

F. Stubblefield – Yes M. VanDyke – Yes

M. Wilhoit – Yes

Board vote of – 8 Absent – 1 Excused – 1

1. Rachael reported on the Fiscal Year 2023-2024 Interlocal Agreement. She stated they have received either payments or signatures from White House, Greenbrier, Ridgetop, Orlinda, Robertson County, Springfield, and Adams. Cross Plains and Coopertown are the only ones missing. Faye Stubblefield stated she would check with Cross Plains after the meeting since she was going to City Hall. Rachael mentioned an email from Coopertown Mayor Becca Werner that was forwarded to the board members after she received the invoice from the finance department.

A motion was made by Jason Head for Rachael to draft a letter to cities that had not yet indicated their participation in the agreement. The letter should state that the agreement needs to be signed by July 31, 2023, or steps would be taken to terminate dispatching services. Motion was seconded by Chance Holmes. All were in favor, no questions. Motion carried.

1. Jason gave board members copies of the phone/text numbers for June 2023. All numbers were higher and had been showing a steady increase over the last few months. Jason Head asked what the increase was due to. He stated he would like to see more information about whether calls for service increased and what types of calls prompted the increase in numbers. 911 text increase is due to receiving alarm calls that way, as well as the advertisement of text-to-911 being live in Robertson County. Jason will work on pulling some reports from CAD and come back with some of that information.

**2023-07-08** **Old Business**

None

**2023-07-09** **New Business**

None

**2023-07-10** **Adjournment**

911 Board Meeting adjourned at 10:09 a.m.

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

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Typist, Rachael Payne