State of Tennessee County of Robertson

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

**Minutes – February 18, 2025**

**2025-02-01 Call to Order**

The Chairman, Bruce Dean, called the meeting to order at 9:00 a.m., at the ECC Building.

**Roll Call -** B. Dean - Present J. Head – Absent, Excused

C. Holmes – Present N. Johnson – Present

C. Gregory – Present J. Ring – Absent, Excused

F. Stubblefield – Present M. Van Dyke – Present

M. Wilhoit – Present

**Board Members Present** (7) Board Members Absent (2) Excused (2)

**Others Present:** Dee Dee Perry, Skylar Tackett, Rachael Payne, Jason Pentecost, Gena Hannah, Jeff Glodoski, Madison Burnett, Charlie Clark, Nick Macdougal, Mayor Billy Vogle, Patricia Davis

**2025-02-02 Review Meeting Agenda**

**2025-02-03 Recognize Visitors**

**2025-02-04 Final Approval Discussion for Fischer Ct (Springfield) & Fisher Dr (Greenbrier)**

**Fischer Ct -** Dee Dee presented Fischer Ct to the board for final approval. This was a problem presented by dispatch. All three versions of Fisher have the same range, which causes confusion. Other issues on Fischer Ct are that there are odd numbers on both sides of the road. The addresses are in sequence with the numbers on Fischer Dr. These addresses should be a separate range, making Fischer Ct a separate drive. No other roads would be affected by this change.

Other issues found on Fisher Dr are that 1217 Mayes Dr should be addressed on Fisher Dr. 108 comes before 107. 107 should be addressed on Bedwell Dr. 109 should be addressed on Bedwell Dr. 114 comes before 113. Other roads affected by this change are Bedwell Dr and Margery Ct. No visitors present to speak on these changes.

Motion made by Mike Wilhoit to approve the readdressing of Fisher Dr and Fischer Ct. Motion was seconded by Chance Holmes.

*Roll Call Vote: J. Head – Absent, Excused M. Van Dyke - Yes*

*C. Holmes – Yes M. Wilhoit– Yes*

*J. Ring – Absent, Excused B. Dean – Yes*

*N. Johnson - Yes C. Gregory - Yes*

*F. Stubblefield - Yes*

*Vote of: (7) Yes (2) Absent (2) Excused*

**Rose St. –** Dee Dee presented Rose St to the board for final approval. Issues on Rose St are that the driveways of 414 and 500 16th Ave E are both on Rose St. 407 17th Ave E is now on Rose St due to the change of 17th Ave E at the curve. Bruce Dean asked if anyone was present to speak. Patrcia Davis, who lives at 407 17th Ave E, was present. She stated she lived in the curve where the issue was and that EMS passed by her residence last week. Michael Van Dyke asked if the correction would fix this problem. Dee Dee stated it would.

Motion made by Michael Van Dyke to approve the readdressing of Rose St. Motion was seconded by Chad Gregory.

*Roll Call Vote: J. Ring – Absent, Excused M. Wilhoit – Yes*

*C. Gregory - Yes C. Holmes – Yes*

*N. Johnson – Yes B. Dean – Yes*

*F. Stubblefield – Yes M. Van Dyke - Yes*

*J. Head – Absent, Excused*

*Vote of: (7) Yes (2) Absent (2) Excused*

**2025-02-05 Review & Approval of January 21, 2025 Minutes**

Minutes reviewed by all the board members at this time.

Michael Van Dyke pointed out a correction of a typo in the visitors section, to change Dog to Doug.

Motion made by Mike Wilhoit to approve the January 21, 2025, minutes after correction. Motion was seconded by Chance Holmes. No questions, all in favor, motion carried.,

**2025-02-06 Review & Approve January 31, 2025, Financial Report**

Financial report reviewed by board members. No questions.

Motion made by Faye Stubblefield to approve January 31, 2025, Financial Report. Motion was seconded by Chad Gregory.

*Roll Call Vote: M. Van Dyke – Yes C. Holmes– Yes*

*C. Gregory – Yes J. Ring– Absent, Excused*

*F. Stubblefield - Yes B. Dean – Yes*

*J. Head – Absent, Excused M. Wilhoit - Yes*

*N. Johnson - Yes*

*Vote of: (7) Yes (2) Absent (2) Excused*

**2025-02-07 Reports from Committees**

**(Rachael)**

1. **Capital Asset Policy Change –** Rachael stated she had changed the capital asset policy amount to $25,000 following the county changing theirs a few months back. She also stated she made the changes required by the state that now the aggregate total value was to meet the capitalization requirements, not the individual item price.

Motion was made by Mik Wilhoit to approve the capital asset policy change. Motion was seconded by Chance Holmes.

*Roll Call Vote: M. Wilhoit – Yes N. Johnson – Yes*

*J. Head – Absent, Excused C. Holmes– Yes*

*C. Gregory - Yes B. Dean– Yes*

*F. Stubblefield – Yes J. Ring – Absent, Excused*

*M. Van Dyke- Yes*

*Vote of: (7) Yes (2) Absent (2) Excused*

1. **Budget Amendment** – Rachael presented a budget amendment for the 2024-2025 budget. She stated the state had refigured the payment amounts to each district. First, they wanted the money that was paid for the hosted controller to show being received and then paid out even though the district never physically received the money. Also, the previous subsidy (totaling $304,446) was now part of the base funding amount, as well as the subsidy received in November of each year. This money was added into line 3010. The additional subsidy of $107,781 was also added into the budget. This makes the total amount of money received by the district to be $1,305,462. She stated she had not received a quote on the generator repairs yet and had reached out at least weekly but still had not received anything. She stated she may reach out to other companies to see if that could speed the process along. Since there was not a number, money was being spread between accounts that needed it and the rest being added into the building maintenance line item to try and cover those costs once they were received. She also stated she would like to provide some more training for the dispatchers to include having the Denise Amber Lee Foundation to teach a class and possibly sending some dispatchers to conferences for rewards on QA scores. Other amendments were just accounts that needed more money due to expenses being a bit higher than projected.

Motion made by Faye Stubblefield to approve budget amendments. Motion was seconded by Chad Gregory.

*Roll Call Vote: F. Stubblefield – Yes C. Holmes – Yes*

*N. Johnson - Yes C. Gregory – Yes*

*M. Van Dyke – Yes B. Dean – Yes*

*J. Head – Absent,Excused M. Wilhoit - Yes*

*J. Ring– Absent, Excused*

*Vote of: (7) Yes (2) Absent (2) Excused*

1. **Letter to the board –** Rachael stated she had received a letter from a previous employee, Kelly Ruley, who asked for the letter to be read at the next board meeting. Rachael stated she had included that in the packets for the board members and asked if they wanted it to be read aloud. They stated they did read the letter and did not feel that it needed to be read aloud. Rachael stated a copy was also mailed to Bruce Dean and Jason Pentecost. Bruce stated she was not asking for anything in the letter. Faye asked if she wanted to come back, and Rachael stated she was unsure. Mayor Vogle also asked to read a copy of the letter. The board members felt there was too much negative history to allow her to be able to come back.
2. **Neighboring counties and Motorola –** Rachael stated that she had talked to both Cheatham and Montgomery County about the Motorola consoles. She stated she had discussed the multiple issues we had with them, since both of those counties were looking at going to Motorola and the TACN network.

**(Jason)**

Jason presented the board with updated call numbers and department numbers for the previous month. He also stated he had reviewed the recorder, and the total number for both emergency and non-emergency appeared to be off by about 1900 calls. He stated we could not find another vendor that had these services to keep track of calls. Southern Software (CAD) will track 911 calls, but that does not track the non-emergency calls. Rachael stated again that these numbers did not have anything to do with billing, just an informational source. Billing comes from calls built in CAD, nothing to do with actual phone calls. Jason stated we would continue to monitor and try to find another solution.

**(Skylar)**

No updates.

**(Dee Dee)**

1. **N Pawnee and N Sequoia Dr –** Dee Dee presented N Pawnee and N Sequoia at the request of the board since S Sequoia needed readdressing and so many issues were found. Issues on these roads are that 100 N Sequoia and 401 N Pawnee are across from each other. 104 and 108 shar a drive, and 108 comes before 105.112, 114, 116, and 118 come before 111.116 comes before 111 and 115. 118 comes before 111, 115, and 117. 122 and 126 come before 115, 117, and 119. 130 is across from 117 and before 119. 406 N Pawnee is on N Sequoia. 200 S Sequoia is on N Pawnee. 411 N Pawnee is on N Sequoia. 204 comes before 203 S Sequoa. 206 comes before 203 and 205. 210 S Sequoia is across from 205 and before 207 and 209. 212 S Sequoia is before 207 and 209. 209 and 214 are on S Pawnee. 401 N Pawnee is before 400. 508 N Pawnee comes before 505 and 507, 517 comes before 509 and 511. 518 comes before 511. 511 is next door to 521. 524 comes before 523.

Motion made by Faye Stubblefield to readdress N Pawnee, S Sequoia, and N Sequoia. Motion was seconded by Chad Gregory.

*Roll Call Vote: J. Head – Absent, Excused M. Van Dyke – Yes*

*C. Holmes - Yes M. Wilhoit – Yes*

*J. Ring – Absent, Excused B. Dean – Yes*

*N. Johnson – Yes C. Gregory - Yes*

*F. Stubblefield - Yes*

*Vote of: (7) Yes (2) Absent (2) Excused*

1. **Cedar Ln and Green Hills Dr –** Dee Dee stated there had been some errors when Cedar Ln was addressed. She stated she received a phone call about this road from a utility company that stated two of the houses were backwards. She stated it was right in CAD and mapping, so they pulled paperwork to try and figure out where the errors came from. She stated there were several other errors discovered. She stated the subdivision points on driveways are done by GPS when the houses are being built. There were no GPS numbers on the paperwork. She stated when the addresses were sent to the contractor, there were numbers transposed. It is unsure it some of the address points were wrong initially or if the driveways were moved. The original problem was that 826 and 836 are swapped, and those numbers are on the wrong houses. Also 723 Cedar Ln should be 725, 732 should be 738, and 745 should be 751. 760, 761, 771, 785, 786, 796, 810, and what should be 826 Cedar Ln need to be changed. There are multiple houses on Green Hills Dr (the new section) where either they were given wrong or that the driveways were moved. This was done in 2021. Dee Dee stated they have new procedures in place to prevent this from happening again because all three Addressing employees will be checking new subdivisions.

Motion made by Faye Stubblefield to make the changes on Green Hills and Cedar. Motion was seconded by Chad Gregory.

*Roll Call Vote: J. Ring – Absent, Excused M. Wilhoit – Yes*

*C. Gregory - Yes C. Holmes – Yes*

*N. Johnson – Yes B. Dean – Yes*

*F. Stubblefield – Yes M. Van Dyke - Yes*

*J. Head – Absent, Excused*

*Vote of: (7) Yes (2) Absent (2) Excused*

1. **Subdivision changes –** Dee Dee asked for permission that if there is a new subdivision being built, and when they double checked it, if the driveways were moved to allow the addressing department to change the address without having to come to the board for the change. This would only be done for new builds that were not yet occupied. After a brief discussion, it was asked for the policy to be amended and brought to the board for approval. They did feel that this was a reasonable request.

**2025-02-08 Old Business**

**2025-02-09 New Business**

Mike Wilhoit stated it had been brought up a few times that the meetings be moved to keep dispatch secure. He stated he felt that with all of the address changes taking place and the public coming to meetings, it seemed time to move the meeting so dispatch could stay secure. Michael Van Dyke agreed and stated the county 3rd floor conference room might be an option when everything is moved back to the courthouse. For now, we could check with Springfield City Hall to see if their meeting room is available for the next few meetings until the county conference room becomes available again. Rachael stated she would check on that and advise the board next month.

**2025-01-10 Adjournment**

Meeting adjourned by the Chairman, Bruce Dean at 9:39 am.

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Chairman, Bruce Dean Secretary, Nancy Johnson

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Typist, Rachael Payne