

The Board of Directors of the Emergency Communications District (ECD) of Nashville and Davidson County met in regular session at the Metro Emergency Communications Center, 2060 15th Avenue South. Chair Cleo Duckworth called the meeting to order at 2:35 PM and presided over the meeting. Due to the COVID-19 pandemic and the need to social distance, some members met in person while others attended virtually. Board members Cleo Duckworth, Lorinda Hale, Susan Mattson, William Johnson, and Eliud Trevino attended the meeting in person. Board members Ruby Baker, Rick Cowan, and Carolyn Tucker attended virtually. Board member David Gleason was not in attendance.

Also attending the meeting in person were Stephen Martini (DEC), Dwayne Vance (DEC), Mark Lynam (ECD Admin), and Larry Law (ECD Admin). Others attending the meeting virtually were Russell Freeman (Legal Counsel), Philip McGowan (DVLS), and Tim Watkins (DEC).

Opening Statement

Chair Duckworth read an opening statement which explained why it was necessary to meet by electronic means in light of the COVID-19 threat. She stipulated that Governor Bill Lee's executive orders 16, 34, 51, 60, 65, 71, and 78 allowed us to do so.

Minutes

Ms. Hale made a motion to accept the minutes from the March 18, 2021 ECD Board meeting. Ms. Mattson seconded the motion and it carried unanimously by roll call vote.

Financial Report

Mr. Lynam reviewed the March financial report with board members. He went over the business transactions that took place during the month. He reported that income for March was \$745 while expenses amounted to \$287,002. This resulted in a net loss of \$286,257 for the month.

Mr. Lynam reported that cash available for operations totaled \$17,256,305. This consisted of \$92,052 in our checking account and \$17,164,253 in our LGIP account.

After discussion ended Ms. Hale made a motion to accept the financial statement as presented. Mr. Johnson seconded the motion and it carried unanimously by roll call vote.

ECD Proposed Budget for FY 2022

Mr. Lynam discussed the proposed FY 2022 operating budget with board members and DEC staff. He reported that projected revenue for next year should be approximately \$9.4 million, and could possibly be more depending on any excess revenue distributions that might be allocated by the TECB.

Mr. Lynam went over the various areas of the operational budget, pointing out increases and decreases to various line items. He also reviewed the anticipated capital expenditures that were planned for FY 2022.

During discussion of the capital expenditures, Ms. Mattson pointed out that the amount approved by the ECD Technology Committee for PC's, Monitors, and KVM switches was \$110,000, not

the \$100,000 that was reflected on the worksheet. Mr. Cowan also noted that several of the items listed on the budget worksheet under capital expenditure were carryover items from FY 2021. He pointed out that the description of these items should read “carryover from 2021” not “carryover to 2020”.

Mr. Lynam finished up his report by confirming that, with the correction to the budget that Ms. Mattson had pointed out, the grand total of next year’s proposed budget will be \$12,696,650. Of this total \$4,426,650 is earmarked for general operating expenses and the remaining \$8,260,000 is allocated toward capital improvements.

As discussion ended, Ms. Mattson stated that before accepting this budget, she first wanted a report on the legislative front. She wanted to make sure that it was still reasonable to employ a lobbyist through next year. Later in the meeting, Director Martini provided a legislative update at which point he assured the Board that our lobbyist, Mr. Will Denami would be submitting a full written report summarizing all work performed and the status of the bills that were impacted. After hearing Director Martini’s report, Ms. Mattison Mattson made a motion that we approve the proposed FY 2022 budget as amended with the two corrections that were noted previously. Ms. Hale seconded the motion and it carried unanimously by roll call vote.

Public Awareness Update

Mr. McGowan updated board members on the billboard and radio advertising media buys. He provided a report showing the number of billboards and radio stations that are currently in use.

He reported that the 911/311 video began running on March 11th. He noted that the video is currently being aired using a mix of pre-roll (online video add that automatically appears before content selected by user) and OTT (targeted ad delivery on Internet connected TV). Mr. McGowan also pointed out that 95% of the people who saw the add watched it to the end.

Mr. McGowan reported that our “New Movers” and Call Volume” awareness programs continue to perform well. He noted that the top zip codes for viewers was 37203 and 37211. The two top performing adds were “House Fire 911 / House Party 311” and “Child Abandoned 911 / Car Abandoned 311”.

Mr. McGowan updated board members on the Rescue Rex Program. He reported that, during the month of April, five schools took advantage of the Rescue Rex video and they reached 565 students. He also noted that if all goes well, Rex will be back in the classroom by next fall. When this occurs, his firm will notify schools through mailer cards, email, Facebook, and through the Rex website.

DEC Directors Report

Director Martini updated board members on the following topics:

DEC 2020 Annual Report – Hardcopy report was provided to all in attendance. Director Martini indicated that the report could also be found on the Nashville.gov website under the Department of Emergency Communications.

Call Volumes – Call volume is returning to normal. Calls were down considerably during 2020 due to the COVID pandemic. Calls are now reaching the levels that they were just prior to the COVID outbreak. Expect call volumes to increase significantly over the next year due to people’s desire to get out as well numerous events that will be taking place in Nashville.

Staffing – DEC currently has 10 vacancies. Two of the vacancies will be used to create positions in the Quality Assurance area.

Hub Nashville Requests – New report was provided showing 311 requests. Expect to see a significant increase in 311 requests over the coming months. This will allow telecommunicators to concentrate on 911 calls and not the other miscellaneous calls for service that they sometimes receive.

Virtual Online In-Service Training – all personnel are required to take one hour of continuing dispatch education virtual training each month through the PowerDMS training software.

911 Winter Workshop – 17 DEC employees attended the 911 Winter Workshop Conference in Gatlinburg, Tennessee this past month. They were able to take advantage of educational opportunities as well as network with other 911 professionals.

Legislation – Five bills were brought before this year’s legislative session. Nothing was passed that was threatening to 911 centers or placed a burden on them. All of this was due to the constant effort of our lobbyist, Will Denami. He was the only person on the hill representing 911 and working for 911. Without his efforts, some or all of these bills, would have likely passed. All bills that were not voted down during this session can be brought back next year. We can expect to be on the defense again during the next legislative session. Mr. Denami will submit a written summary of all bills ... how they came about, what took place during this legislative session, and where they stand.

Adjournment

Upon proper motion by Ms. Hale and second by Ms. Mattson the meeting adjourned at 4:27 PM. The next ECD Board meeting will be held on May 20, 2021.

Minutes submitted by Mark Lynam