

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 2:32 PM and presided over the meeting with the following board members present: Ruby Baker, Lorinda Hale, William Johnson, Rick Cowan, Susan Mattson, and Carolyn Tucker. Board member David Gleason attended via telephone. Board member Eliud Trevino was not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin), Stephen Martini, Angie Milliken, Paul McCallister, Patrice Coleman, and Dwayne Vance (Metro DEC), Philip McGowan and Stephanie England (DVL Seigenthaler), Russell Freeman (Legal Counsel), and Will Denami.

Public Hearing – ECD Operating Budget for FY 2022

Chair Cleo Duckworth opened the meeting with a public hearing concerning the district's operating budget for FY 2022. She announced that on April 22, 2021 the ECD Board met and approved its proposed operating budget for fiscal year 2022. Additionally, on May 7, 2021 copies of the proposed budget were filed with the Metro Clerk and the Mayor's Office. Notice of this public hearing was advertised in the Tennessean newspaper on Sunday, June 13, 2021. She declared the public hearing open and asked if anyone was present who wished to speak to the District's operating budget for fiscal year 2021. There was no one present who wished to speak so Ms. Duckworth closed the public hearing.

Minutes

Ms. Tucker pointed out an error in the minutes from the May 20, 2021 ECD Board meeting. The third paragraph under the "Public Awareness Update" had her name listed as Ms. Baldwin instead of Ms. Tucker. Mr. Lynam said that he would make that correction. With that correction noted Ms. Baker made a motion to accept the minutes from the May 20, 2021 meeting. Ms. Hale seconded the motion and it carried unanimously by voice vote from all board members attending in person. (Mr. Gleason could not vote since he was attending by phone)

Recognition of 911 Dispatchers

911 telecommunicators Kathy Hogan and Sabrina Jackson were recognized for their part in assisting Baldwin County Alabama with PSAP operations in the aftermath of Hurricane Sally. State Representative Lowell Russell issued proclamations recognizing both dispatchers for their service as part of Tennessee's emergency response team initiative in Alabama. Director Martini presented them with their proclamation letter. Afterwards, both employees posed for pictures with Director Martini and ECD board members.

Legislative Session Summary

The Board's legislative consultant, Mr. Will Denami, provided both a written and verbal summary of all 911 and Emergency Communications District related legislation that came before the Tennessee General Assembly during its most recent legislative session. Discussion took place as to the issues behind the proposed legislation and future status of the various bills.

Financial Report

Mr. Lynam reviewed the May financial report with board members. He went over the business transactions that took place during the month. He reported that income for May was \$456 while expenses amounted to \$1,859,850. This resulted in a net loss of \$1,859,394 for the month.

Mr. Lynam reported that cash available for operations totaled \$16,706,139. This consisted of \$41,452 in our checking account and \$16,664,687 in our LGIP account.

After discussion ended Ms. Mattson made a motion to accept the financial statement as presented. Ms. Hale seconded the motion and it carried unanimously by voice vote from all board members attending in person.

Amend FY 2021 ECD Budget

Mr. Lynam reported that after paying all expenses for fiscal year 2021, it was determined that we had exceeded our budget by \$10,000 under account 4221 – Consulting Services. This is due to the District not having anticipated the need to hire a lobbyist when the budget was assembled for FY 2021.

He went on to explain that when the books are audited for fiscal year 2021, the auditors will look for overages among the various line items within our budget. So as not to receive unfavorable comments regarding our budgetary controls, he recommended that the Board amend its budget for fiscal year 2021 as follows:

4208 – Contracts with Vendors	Decrease by \$10,000 (\$60,000 to \$50,000)
4221 – Consulting Services	Increase by \$10,000 (\$40,000 to \$50,000)

Ms. Mattson made a motion for the board to amend the FY 2021 budget as noted. Ms. Hale seconded the motion and it carried unanimously by voice vote from all board members attending in person.

Approve & Adopt ECD Budget for FY2022

Mr. Lynam presented a copy of the 2022 operational budget that was proposed at the April 22, 2021 board meeting. He recommended two changes to the proposed budget for the board to take under consider.

1. Reduce line item 5002 - Interest from \$25,000 to \$2,500. This recommendation was made because the interest from our LGIP account had dropped from approximately \$2,000 per month to \$160.
2. Reduce line item 4437 – Telephone Costs from \$895,800 to \$739,800. This recommendation was made because we no longer are paying ANI/ALI charges to AT&T since the Emergency Communications Center has switched to the State’s ESInet.

After discussion ended Ms. Baker made a motion that we amend the proposed FY 2022 budget as recommended. Ms. Tucker seconded the motion and it carried unanimously by voice vote from all board members attending in person.

Ms. Baker then made a motion to approve and adopt the proposed budget for FY 2022. Ms. Hale seconded the motion and it carried unanimously by voice vote from all board members attending in person.

Approval of Contracts

The ECD Board approved the following contracts for FY 2022:

- Inter-Local Agreement with Metro – Ms. Hale made a motion to approve the contract. Ms. Baker seconded the motion and it carried unanimously by voice vote from all board members attending in person.
- Russell Freeman (Legal Services) - Mr. Johnson made a motion to approve the fee letter. Ms. Baker seconded the motion and it carried unanimously by voice vote from all board members attending in person.
- DVL Seigenthaler Public Relations (Public Awareness) – Ms. Baker made a motion to approve the contract. Ms. Hale seconded the motion and it carried unanimously by voice vote from all board members attending in person.
- Mark Lynam & Larry Law (Administrative Services) – Ms. Baker made a motion to approve the contract. Ms. Hale seconded the motion and it carried unanimously by voice vote from all board members attending in person.

Public Awareness Update

Ms. England went over the digital ad report with board members. She noted that the click thru rate for our Call Volume Awareness ad is triple the national average. She also pointed out that our 911/311 video continues to perform well and is being shown across a large number of TV outlets.

Mr. McGowan reported on the Rescue Rex program. He stated that his firm was developing a postcard that would be sent from Rex to educators and administrators thanking them for their hard work during this difficult past year. He also noted that everyone was preparing for the return of normal in-person shows.

Ms. Hale asked if the Rex video would still remain an option. She had heard that Metro schools were going to avoid large groupings of students in the upcoming year. Mr. McGowan stated that the video would still be available and that his firm would operate under whatever protocols were put in place by Metro schools. One option that had been discussed was the possibility of taking the Rescue Rex performance to the individual classroom.

Street Name Changes

Ordinance BL2021-785 was taken under consideration to rename the following streets:

- “Tuliptree Lane” to “Tulip Tree Lane”
- “Tuliptree Court” to Tulip Tree Court”

Mr. Lynam reported that both street name revisions had the support of DEC.

Mr. Johnson made a motion to approve the street name revisions. Ms. Hale seconded the motion and it carried unanimously by voice vote from all board members attending in person.

DEC Directors Report

Director Martini reported on the following:

DEC currently has 12 vacancies. His department is preparing for a training academy to start in September.

The Metro Benefit Board has recommended to the Metro Council that operational employees of DEC be included under the same public safety pension plan as Police and Fire. This proposal will be taken up by Metro Council in July.

Text to 9-1-1 has been available since March. It has not been publicly announced but citizens are using it. Director Martini has not yet decided if a public announcement is needed for the general public. He may take a more targeted approach by partnering with individual agencies to make sure that specific audiences, such as domestic violence victims, are aware of its availability.

HUB Nashville is leveling out. It is receiving about 800 requests-for-service per month. The public is learning that this is the way to report non-emergency calls.

The renovation project is underway. TMPartners was selected as the vendor. The project is expected to start in October 2021 and be completed by August 2022. It will be done in three phases ... 1) public space 2) radio room 3) upstairs area.

The new Quality Assurance process is being developed. Quality assurance reviews will begin in July and be conducted on a regular basis.

Cyber-security activity is still being monitored to determine what is normal for our center. Hopefully within the next few weeks we will have some benchmarks to know what action is necessary.

Election of Officers for FY 2022

Ms. Mattson made a motion that Cleo Duckworth remain as chairperson for the upcoming year. Ms. Hale seconded the motion. Ms. Duckworth asked if there were any other nominations or others who wished to serve in this position. There were none. Ms. Mattson then made a motion

that we elect by acclamation. A voice vote was taken, which carried unanimously by all board members attending in person.

Ms. Baker made a motion that Susan Mattson remain as 1st Vice Chair for the upcoming year. Ms. Hale seconded the motion. Ms. Duckworth asked if there were any other nominations or others who wished to serve in this position. There were none. Ms. Baker then made a motion that we elect by acclamation. A voice vote was taken, which carried unanimously by all board members attending in person.

Ms. Hale made a motion that William Johnson remain as 2nd Vice Chair for the upcoming year. Ms. Baker seconded the motion. Ms. Duckworth asked if there were any other nominations or others who wished to serve in this position. There were none. Ms. Hale then made a motion that we elect by acclamation. A voice vote was taken, which carried unanimously by all board members attending in person.

Date of Next Board Meeting

There will be no ECD Board meeting in July unless Mr. Lynam determines that it is necessary to meet. The date of the August meeting was moved from the 19th to the 26th to accommodate anyone attending the APCO Conference.

Adjournment

Upon proper motion by Ms. Hale and second by Ms. Mattson the meeting adjourned at 4:27 PM.

Minutes submitted by Mark Lynam