

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 3:10 PM and presided over the meeting with the following board members present: Ruby Baker, Susan Mattson, William Johnson, Eliud Trevino, and David Gleason. Board members Grady McNeal, Wayne Tucker, and Buford Tune were not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin); Michele Donegan, Michelle Peterson, Tim Watkins, Justin Moncrief, Lisa Fulton, Bruce Sanschargin, Angie Milliken, and Dwayne Vance (ECC Dept), Pat Nolan (DVL Public Relations), Senator Joe Haynes (Legal Counsel), Jon Sain (Fire Dept), Libby Cain (HR) and Aida Hughes.

Minutes

Mr. Johnson made a motion to accept the minutes from the June 18, 2015 ECD board meeting. Mr. Trevino seconded the motion and it carried unanimously by voice vote.

Financial Report

Mr. Lynam went over the July 2015 financial report with board members. He reported that the only income received in July was \$645 from interest paid on our checking and LGIP accounts. Expenses for July were \$740,987. This left us with a net loss of \$740,342 for the month. Our checking account balance at the end of July was \$65,604 and our LGIP account balance was \$6,613,276. This leaves us with \$6,678,880 cash available for operations.

Training Requests

Ms. Fulton presented the following training requests for approval:

Training Materials

4418.03 - EFD Training Books (\$195 each x 10)	1950.00
- EMD Training Books (\$195 each x 10)	1950.00
- Call taking Manuals (\$15 each x 10)	150.00
- APCO Manuals (\$79 each x 20)	<u>1580.00</u>
	5,630.00

Training Classes

4418.05 - Navigator Classes	259.00
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Conferences

APCO Conference – Washington, DC Aug 16th – 20th
(7 Attendees)

4418.06	Registration	\$2,765.00
4418.07	Air	2,260.00
4418.07	Hotel	5,875.00
4418.07	Per Diem	2,556.00
4418.07	Shuttle	<u>126.00</u>
		13,582.00

Grand Total \$19,471.00

Mr. Johnson made a motion for the Board to approve the training requests. Ms. Baker seconded the motion and it carried unanimously by voice vote.

Public Awareness Update

Mr. Nolan reported that the Rescue Rex team is practicing at the Midtown Police Precinct on 12th Ave.

Letters have gone out to schools about booking Rescue Rex shows. There are currently three shows scheduled during September.

Mr. Nolan went over the call analysis reports for both June and July. The call numbers are still up over last year but hopefully will come down after we start the new creative ads.

Mr. Nolan met with the Public Awareness subcommittee last week and went over the new creative concepts. He brought examples of what the committee selected for the outdoor boards and online banner ads. His firm is still working on the radio concepts. They will be played off the tag line..."When Life is Measured in Seconds".

The digital banner ads have started on Channel 5 and Channel 2's websites. During the first month we got about 300,000 impressions. Our click through rate was about 300. The ads will be placed on other local websites.

Update – Fire Station Alerting System (Locution)

Mr. Sain reported that the project is on schedule. Three (3) fire halls are currently using the new system. Seven (7) stations were waiting for computers to be installed. Some stations are waiting for relay cards to be installed. Other than the three stations that are currently up and running, it is the intent for the remaining stations to go live at the same time.

ECC Director Report

ECC Assistant Chief Michelle Peterson reported on the following:

- The training that some of our employees received in New Orleans last year prepared us to handle the active shooting incident which took place in Nashville earlier this month.
- The software package PowerDMS is allowing the ECC Dept to keep their policies and procedures current for training and CALEA.
- The retirement party for Chief Phillips will take place on September 14th from 1:00 – 5:00 PM at the Midtown Precinct.
- Kristi Carter, who has worked as a manager in the ECC Dept for quite some time, recently resigned.
- The new ECC Director, Michele Donegan, was introduced to ECD Board members.

Adjournment

Upon proper motion and second the meeting adjourned at 3:32 P.M.

Minutes submitted by Mark Lynam