

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. Vice Chair Susan Mattson called the meeting to order at 2:35 PM and presided over the meeting with the following board members present: Ruby Baker, Grady McNeal, William Johnson, Eliud Trevino, Buford Tune, and David Gleason. Board members Cleo Duckworth and Wayne Tucker were not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin), Michele Donegan, Angie Milliken, Lisa Fulton, Tim Watkins, and Dwayne Vance (ECC Dept), Pat Nolan (DVL Seigenthaler), Senator Joe Haynes (Legal Counsel), Larry Walker and Jon Sain (Fire Dept), and Aida Hughes.

Minutes

Mr. Johnson made a motion to accept the minutes from the January 21, 2016 ECD board meeting. Ms. Baker seconded the motion. All board members with the exception of Mr. Gleason voted to accept the minutes. Mr. Gleason abstained from voting since he was not at the January meeting.

Financial Report

Mr. Lynam went over the January 2016 financial report with board members. He reported that income for January was \$2,449 while expenses were \$371,402. This left us with a net loss of \$368,952 for the month. Our checking account balance at the end of January was \$518,075 and our LGIP account balance was \$7,419,488. This leaves us with \$7,937,563 available for operations.

Mr. Lynam pointed out that there are two line items in our budget that may be exceeded this year 4218-Maintenance and 4313-Cable/Internet. He just learned that the maintenance cost for our Intrado phone system (which recently came off of warranty) was overlooked in our budget. This expenditure is expected to be \$220,000 through the remainder of the year. The cable deficit will be about \$2,200. This came about as a result of the new cable TV franchise agreement that was negotiated between Comcast and Metro. When we put our budget together there was no charge for cable TV drops in Metro facilities. The new agreement allows Comcast to charge for cable TV drops in the 911 Center.

Mr. Lynam went on to explain that there is \$270,000 set aside in our budget under Capital Improvements that was to be used for a CAD upgrade. He's learned that the CAD upgrade will not take place this year. Mr. Lynam went on to explain that this money could be used to cover these shortfalls. Board members agreed that we should monitor our budget and reclassify these funds if needed.

Training Requests

There were no training requests.

Public Awareness Update

Mr. Nolan went over the call analysis report for January 2016. He noted that calls were down 10% compared to the same month last year. He also provided reports showing the number of Rescue Rex shows that have been scheduled for the current school year and the school appearance schedule for March 2016.

Mr. Nolan reported that his firm has hired two people to perform the part of Rescue Rex. Both have been trained and they are now performing at shows.

Mr. Nolan informed the board that he has submitted our Non-Emergency Campaign and the Rescue Rex Program for PRSA competition.

Locution Zone Notification in Fire Halls

Deputy Fire Director Larry Walker requested funding for Locution Zone Notification. At present time voice alerts are announced throughout a fire station. The Fire Department has identified eleven (11) fire halls that contain separate bunking quarters for assigned personnel. By using zone notification within these fire halls only the requested units would be awakened. Other personnel could continue to sleep. The Fire Department will need an additional \$54,335 to fund this undertaking.

Board members questioned why this was not part of the initial project. They also asked if there were any more requests like this that might be forthcoming. Ms. Mattson asked if this could wait and be part of next year's operating budget. It was noted that some of the \$270,000 that was set aside for the CAD upgrade could be used to fund this project.

After discussion ended Mr. Gleason made a motion that we approve funding for the Zone Notification. Mr. Tune seconded the motion. All board members voted in favor of the motion except Ms. Mattson who voted no. She felt that these types of expenditures should be considered during the budget making process so that they can be considered with other needs. She also wants to be sure that we are funding things that are in line with the priorities of the Metro Government.

ECC Director Report

ECC Director Michele Donegan reported that they currently have 13 vacancies and another one on the horizon. They hope to have a class of 10 trainees soon. They continue to work on their recruitment challenges. It is a constant struggle to get good applicants.

An in-service training initiative in March will have all employees attending EMD training as part of the accreditation process.

The ECC is making plans for certain employees to attend the Navigator Conference in April.

Ms. Donegan put the renovation of the supervisor's office on hold after she saw the estimated cost that was submitted by General Services. She wants to look at other alternatives to what has been proposed.

Ms. Donegan is hoping that a new pay plan for Metro employees will help improve the starting wage of our ECC employees which is currently \$14.31 per hour.

Miscellaneous

Senator Haynes stated that "911 On the Hill" will take place on March 8, 2016. He encouraged all who could to attend. It was pointed out that there are several legislative bills pertaining to 911 being considered:

- Removal of ECD board members for poor attendance.
- Requiring the annual report from TECB to be submitted by December 1st of each year and expanding the recipients of the report. It is expected that an amendment will be added to allow direct dialing of 911 without first dialing a "9" for an outside line in multi-line systems (this is being referred to as Kari's Law).
- Extending the date of when TACIR shall report on what effects that the new 911 Funding Modernization Act has had on 911 operations in Tennessee.

Mr. Lynam reported that we received a letter from the TECB stating that our annual audits for the past two years reflect a negative change in net position. If we have a negative change over three consecutive years we will be deemed “financially distressed”. This is a result of us having made some major equipment purchases over the past couple of years that have caused us to exceed our annual revenue. Mr. Lynam will contact the TECB to discuss this matter and report back to the board.

Date Change for March ECD Board Meeting

Our March ECD Board meeting will take place on Tuesday, March 15th, at 2:30 PM.

Adjournment

Upon proper motion and second the meeting adjourned at 3:15 P.M.

Minutes submitted by Mark Lynam