

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 3:05 PM and presided over the meeting with the following board members present: Ruby Baker, Grady McNeal, Susan Mattson, William Johnson, and Eliud Trevino. Board members Buford Tune, David Gleason, and Wayne Tucker were not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin), Michele Donegan, Angie Milliken, Bruce Sanschargin, Lisa Fulton, Tim Watkins, and Dwayne Vance (ECC Dept), Pat Nolan (DVL Seigenthaler), Senator Joe Haynes (Legal Counsel), Jon Sain (Fire Dept), and Aida Hughes.

### **Minutes**

Mr. Johnson made a motion to accept the minutes from the November 19, 2015 ECD board meeting. Mr. Trevino seconded the motion and it carried unanimously by voice vote.

### **Financial Report**

Mr. Lynam went over the December 2015 financial report with board members. He reported that income for December was \$1,060,436 while expenses were \$245,965. This left us with a net gain of \$814,471 for the month. Our checking account balance at the end of December was \$1,888,608 and our LGIP account balance was \$6,417,908. This leaves us with \$8,306,515 available for operations.

### **Training Requests**

Ms. Fulton presented the following training requests for approval:

#### Training Materials

4418.03 - When Seconds Count - \$ 499.00

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

### **Public Awareness Update**

Mr. Nolan apologized for the billing delays that we've seen from DVL since the billing was handed off to its New York office.

Mr. Nolan reported that the person who portrays Rescue Rex was dismissed. He expects that a replacement will be hired by early February. Mr. Nolan provided reports displaying the number of Rescue Rex shows that have been scheduled this year and a list of the school appearances for February.

Mr. Nolan went over the call analysis reports for November and December 2015. He noted that calls continue to go up but not as significantly as they have been. He's hopeful that this is a sign that the non-emergency campaign is working.

WKRN Channel 2 did a story this week on Metro's attempts to cut down on erroneous 911 calls by running radio ads and billboard displays.

Mr. Nolan also provided a report showing the number of "delivered impressions" and the "click through rate" for the banner ads.

**Update – Fire Station Alerting System (Locution)**

Mr. Sain reported that all 39 fire halls are online and operational. Everyone is pleased with the system.

**Street Name Change BL2015-93**

An ordinance had been submitted to rename “American General Way” to “Health Park Drive”. This name change had the support of the ECC Department. Mr. Johnson made a motion to approve the name change. Ms. Baker seconded the motion and it carried unanimously by voice vote.

**ECC Director Report**

ECC Director Michele Donegan reported that one of her primary undertakings this year will be to get her department to full staff. She is working on revamping recruiting efforts. A video is being produced that applicants can watch online regarding the work of a dispatcher. Recruitment cards will be produced that can be handed out by employees to future prospects. They are also going to emphasize the benefits that come with the job.

Another effort that Ms. Donegan will pursue is the construction of a new 911 facility. She’s talked to numerous people under the new administration and hopes that she can get this project moving forward.

Ms. Donegan is also endorsing additional supervisor training for those who manage other employees within the ECC Department.

Ms. Donegan also reported that rebids for new shifts has taken place and employees will begin moving on February 1<sup>st</sup>.

**Change Time of ECD Board Meeting**

Board members voted to change the time of our meetings from 3:00 PM to 2:30 PM. This is being done to alleviate problems that some board members have with traffic after our meetings end.

**Miscellaneous**

Ms. Duckworth commented on the email that board member Buford Tune had sent out earlier in the day. His email noted that he will not be seeking reappointment to the ECD Board due to business commitments. Ms. Duckworth praised Mr. Tune for his work with the ECD Board. She encouraged other board members to call him to see if we can convince him to change his mind.

Mr. Sanschargin noted that the tentative date and venue for the employee appreciation banquet is April 14<sup>th</sup> at the Millenium Maxwell House Hotel.

**Adjournment**

Upon proper motion and second the meeting adjourned at 3:35 P.M.

Minutes submitted by Mark Lynam