

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 3:06 PM and presided over the meeting with the following board members present: Ruby Baker, Buford Tune, David Gleason, Susan Mattson, William Johnson, Eliud Trevino, and Wayne Tucker. Board member Grady McNeal was not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin); Michele Donegan, Michelle Peterson, Angie Milliken, Lisa Fulton, Hal Weese, and Dwayne Vance (ECC Dept), Pat Nolan (DVL Seigenthaler), Senator Joe Haynes (Legal Counsel), and Jon Sain (Fire Dept).

Minutes

Mr. Johnson pointed out that the minutes from October 15th contained an error. The sentence that noted which board members were not in attendance read “Cleo Duckworth Mattson and David Gleason”. It should read “Cleo Duckworth and David Gleason”. With that change Mr. Tune made a motion to accept the minutes from the October 15, 2015 ECD board meeting. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

Financial Report

Mr. Lynam went over the October 2015 financial report with board members. He reported that income for October was \$1,060,358 while expenses were \$403,608. This left us with a net gain of \$656,750 for the month. Our checking account balance at the end of October was \$1,125,323 and our LGIP account balance was \$6,415,705. This leaves us with \$7,541,028 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 20)	3900.00
	- EMD Training Books (\$195 each x 35)	6825.00
	- Procedure Manuals (\$13.50 each x 20)	270.00
	- Call taking Manuals (\$16.50 each x 20)	330.00
	- Policy Manuals (\$15 each x 20)	300.00
	- APCO Manuals (\$79 each x 20)	<u>1580.00</u>
		\$13,205.00

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

Public Awareness Update

Mr. Nolan provided a report showing the number of Rescue Rex shows that have been scheduled for the current school year. A list of the November and December shows was also provided to board members.

Mr. Nolan went over the call analysis report for October 2015. He noted that calls continue to go up. He believes that a large part of the increase is due to accidental calls, duplicate calls for the same incident, and follow-up calls wanting an ETA's on police incidents.

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 fire station 19 is the only fire hall that is not yet online. This fire hall is scheduled to go online December 7th. The new system has been well received. It has greatly helped with response times.

ECC Director Report

ECC Director Michele Donegan reported on the following:

- The following organizations have toured the 911 Center in the past few weeks.... Volunteer State Criminal Justice class, Homeland Security District 5, and Urban League of Cities.
- Bruce Sanschargin and another ECC employee are attending a CALEA training class.
- There are currently 17 vacancies and two more are expected by the end of the year.
- Applications were recently taken for call-taker positions. There were 260 applicants. Of those applicants 132 showed interest. By the time everything was complete only 20 applicants passed the test. This will require that we repost for these jobs.
- The ECC Dept has been in contact with Priority Dispatch to try and figure out what can be done to further their improvement to meet the EFD compliance standards.

Miscellaneous

There will be no ECD Board meeting in December unless something comes up that requires the board's attention.

Ms. Baker complimented Pat Nolan on the open house that was held at DVL Seigenthaler on December 18th.

Adjournment

Upon proper motion and second the meeting adjourned at 3:30 P.M.

Minutes submitted by Mark Lynam