

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 3:00 PM and presided over the meeting with the following board members present: Ruby Baker, Buford Tune, Grady McNeal, William Johnson, Eliud Trevino, and Wayne Tucker. Board members Cleo Duckworth and David Gleason were not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin); Michele Donegan, Michelle Peterson, Tim Watkins, Lisa Fulton, Bruce Sanschargin, and Dwayne Vance (ECC Dept), Pat Nolan (DVL Seigenthaler), Senator Joe Haynes (Legal Counsel), Julie Evans and Beverly Horner (KraftCPA's), and Aida Hughes.

Minutes

Mr. Tune made a motion to accept the minutes from the September 17, 2015 ECD board meeting. Mr. Trevino seconded the motion and it carried unanimously by voice vote.

Annual Audit Report

Beverly Horner from Kraft CPA's presented the audit report for fiscal year 2015. She noted that everything was in order and that the financial statements presented in the audit fairly represent the financial position of the Davidson County ECD as of June 30, 2015.

Financial Report

Mr. Lynam went over the September 2015 financial report with board members. He reported that income for September was \$845 while expenses were \$693,453. This left us with a net loss of \$692,608 for the month. Our checking account balance at the end of September was \$269,457 and our LGIP account balance was \$6,614,822. This leaves us with \$6,884,279 cash available for operations.

Training Requests

There were no training requests.

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 October shows was provided to board members. The school appearance schedule for November has not yet been published. Ms. Baker pointed out that the address for Hermitage Elementary School, which is scheduled for October 30th, was incorrect.

Mr. Nolan's firm sent Christie Cookies to the 12th Ave Police Precinct as a way of saying thank you for letting the Rescue Rex team practice in their community room.

Mr. Nolan went over the call analysis report for September 2015. He noted that calls continue to go up. He made mention of a recent CNN story about how "butt-calls" and other inadvertent calls were straining emergency call systems.

The new outdoor boards and radio spots have started. A special thanks was made to Bruce Sanschargin who provided copies of actual 911 calls that are being used in the radio ads.

Mr. Nolan provided a report showing the number of "delivered impressions" and the "click through rate" for the banner ads. Mr. Tune asked if the banner ads could appear on the website for his business. Mr. Nolan will follow up with his people to see if that is possible.

Update – Fire Station Alerting System (Locution)

There were no representatives present from the Fire Department but Mr. Tim Watkins was able to report that all fire stations except 19 and 20 were up and running. Fire stations 19 and 20 should be online by early next week. Everything appears to be running smoothly.

ECC Director Report

ECC Director Michele Donegan reported on the following:

- Ms. Donegan thanked the board for replacing the refrigerator that had stopped working in the downstairs 911 call taker kitchen.
- Students from Stratford Magnet School recently toured the 911 Center.
- The National League of Cities is hosting its annual conference in Nashville next month. On November 5th they will have a conference workshop where they will review how Nashville handled the flood of 2010. They will tour different parts of the city and will complete their tour at the 911 Center.
- Tim Watkins and three other employees recently returned from the Motorola Users Conference.
- The 2015 TENA Conference will take place October 18th -21st. Ten (10) ECC employees will attend the full conference. Six (6) additional employees will attend on 1-day passes. Lisa Fulton will be teaching a class at this conference.
- The ECC Dept currently has eleven call taker (11) vacancies. Two (2) additional employees have indicated that they will be taking retirement which will bring the number of vacancies to thirteen (13).
- A CAD Administrator vacancy also exists. Applications have been taken for this position. Interviews should start next week.
- A position is also vacant for an Office Support Specialist. This will be shifted from a part-time position to a full-time position.
- Metro's HR Dept has started the hiring process for the call taker positions. There were 260 applicants of which 132 attended the orientation process.

Miscellaneous

Tim Watkins reported that the ECC Dept has recently purchased Adhoc Alert. This is a software package that will provide mass notification during emergencies.

Bruce Sanschargin reported on the ECC Department's effort to meet reaccreditation standards for both its medical and police/fire certification. These standards are set by the International Academies for Emergency Dispatch. The standards on how we are measured when processing emergency calls changed in 2013. In order to meet the new performance measures the ECC Dept has done a significant amount of training this past year. At this point in time we do not know if we will meet the new requirements when our reaccreditation is due in January 2016.

Ms. Baker asked how Smart911 was performing. Tim Watkins said that he would generate a report showing the number of users and the number of incidents that utilized Smart911. Ms. Baker said that she would like to do more to publicize Smart911 in her neighborhood and get more people to sign up for it. The ECC Dept will help her do that.

Mr. Trevino asked how blind people were able to use 911. Ms. Peterson said that many of them use relay services which call on their behalf.

Adjournment

Upon proper motion and second the meeting adjourned at 4:05 P.M.

Minutes submitted by Mark Lynam