

The Board of Directors of the Emergency Communications District (ECD) of Nashville and Davidson County met in regular session at the Metro Emergency Communications Backup Center, 5240 Harding Place. Chair Cleo Duckworth called the meeting to order at 2:30 PM and presided over the meeting with the following board members present: William Johnson, Susan Mattson, Lorinda Hale, Rick Cowan, and Ruby Baker. Board member Carolyn Tucker was not in attendance. Others who attended the meeting included: Mark Lynam and Larry Law (ECD Admin), Stephen Martini (Metro DEC), Russell Freeman (Legal Counsel), Cheryl Thompson and Tiffany Childress (Finn Partners). DEC employees Angie Milliken, Tim Watkins, Dwayne Vance, and Patrice Coleman attended the meeting virtually.

Public Hearing – ECD Operating Budget for FY 2023

Chair Cleo Duckworth opened the meeting with a public hearing concerning the district's operating budget for FY 2023. She announced that on May 19, 2022 the ECD Board met and approved its proposed operating budget for fiscal year 2023. Additionally, on May 20, 2022 copies of the proposed budget were filed with the Metro Clerk. Notice of this public hearing was advertised in the Tennessean newspaper on Sunday, June 12, 2022. She declared the public hearing open and asked if anyone was present who wished to speak to the District's operating budget for fiscal year 2023. There was no one present who wished to speak so Ms. Duckworth closed the public hearing.

Minutes

Mr. Johnson made a motion to accept the minutes from the May 19, 2022 ECD Board meeting. Ms. Hale seconded the motion and it carried unanimously by voice vote.

Amendment to Rules of Order

Mr. Freeman submitted for consideration the amendment to the Rules of Order, which he had prepared at the request of the Board. This amendment repeals all previously adopted rules, procedures, and bylaws and will serve as their replacement. Ms. Hale made a motion to adopt the new Rules of Order as amended. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

Legislative Update

Mr. Will Denami, the ECD's legislative consultant, updated board members on emergency communications legislation that came before the Tennessee General Assembly during its most recent legislative session. Discussion took place as to the driving force behind some of the proposed legislation and the status of various bills. Mr. Denami reported that there are two pieces of legislation currently being pushed by some legislators which could have a major impact on districts. Passage of these bills would ... 1) allow county governments to have access to the reserves of a District, and 2) change the method used to calculate the amount of funding that each District receives.

Financial Report

Mr. Lynam went over the May financial report with board members. He reported that cash available for operations totaled \$21,528,093. This consisted of \$287,540 in our checking account and \$21,240,553 in our LGIP account.

Mr. Lynam went over the business transactions that took place during the month. He reported that income for May was \$12,168 while expenses amounted to \$232,088. This resulted in a net loss of \$219,920 for the month.

After discussion ended, Ms. Hale made a motion to accept the financial statement as presented. Ms. Baker seconded the motion and it carried unanimously by voice vote.

Amend ECD Budget for FY 2022

Mr. Lynam reported that he had finished paying all expenses for fiscal year 2022. He provided a report which showed that the District had exceeded its budget in five areas. Mr. Lynam went on to explain that when the books are audited for fiscal year 2022 the auditors will look for overages among the various line items within our budget. So as not to receive unfavorable comments regarding our budgetary controls, he recommended that the Board amend its budget for fiscal year 2022 as follows:

4437 – Telephone Costs	Decrease by	\$41,000	(\$739,800 to \$698,800)
4218 – Maintenance - Admin	Increase by	\$21,000	(\$255,400 to \$276,400)
4233 – Employee Recognition	Increase by	\$1,000	(\$18,000 to \$19,000)
4430 – Language Interpretation	Increase by	\$2,000	(\$56,000 to \$58,000)
4431 – Maintenance – Ops	Increase by	\$15,000	(\$1,497,300 to \$1,512,300)
4434 – Software & Licensing	Increase by	\$2,000	(\$14,000 to \$16,000)

Mr. Johnson made a motion for the board to amend the FY 2022 budget as noted. Ms. Baker seconded the motion and it carried unanimously by roll call vote.

ECD Budget for FY 2023

Mr. Lynam presented a copy of the 2023 operational budget that was proposed at the May 19, 2022 board meeting. He pointed out that no changes were made to the initial proposal. He did however ask board members if they wanted to consider raising next year's revenue projection for interest income. He suggested this since he had recently noticed interest earnings starting to rise on our LGIP account. Ms. Mattson suggested we stay with the original projection and other board members agreed.

After discussion ended, Ms. Mattson made a motion for the board to adopt the budget as presented. Ms. Baker seconded the motion and it carried unanimously by voice vote.

Approval of Contracts

The ECD Board approved the following contracts for FY 2023:

- Inter-Local Agreement with Metro – Ms. Baker made a motion to approve the contract. Mr. Johnson seconded the motion and it carried unanimously by voice vote.
- Russell Freeman (Legal Services) - Mr. Johnson made a motion to approve the fee letter. Ms. Hale seconded the motion and it carried unanimously by voice vote.

- FINN Partners (Public Awareness) – Ms. Baker made a motion to approve the contract. Mr. Johnson seconded the motion and it carried unanimously by voice vote
- Mark Lynam & Larry Law (Administrative Services) – Ms. Mattson made a motion to approve the contract. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

Public Awareness Update

Ms. Cheryl Thompson reported that the Public Awareness Campaign is going strong. Her firm will finish up the current schedule next month. The campaign continues to get good engagement on digital ads. The click-through rate on digital ads is triple the national average. 561 new visitors were driven to the site in May. Billboards and radio continue to carry our ads. Our video is performing very well with over 153,00 impressions and an 86% completion rate. The new creative schedule will start running in July.

Ms. Tiffany Childress went over the Rescue Rex report. Her group is prepping for the upcoming school year. They are sending out thank you cards to teachers. They are also updating the distribution list from last year. Two actors have been confirmed for in-person shows. Rehearsals will start once someone is identified to portray Rex.

DEC Directors Report

Call volume continues to increase as we move into the summer months.

Currently there are 12 vacancies within DEC. The department will start interviewing a list of 50 candidates next week. Director Martini is optimistic that his department will get the additional 40 positions that he has asked for in next year's budget.

Training will start next week on the NICE Intelligence Analytics reporting software. This is a tool that will allow management to look at the call process from the receipt of the call through the quality assurance follow up to see how the department is doing in processing calls.

The DEC FIRST TEAM has worked 700+ special events and other incidents this year.

The replacement of the sewer pipes at Compton is complete. Furniture removal and demolition has started on the second floor.

On June 29th a meeting will take place between Gobbell Hays and key Metro stakeholders to “restart” the design phase for the new public safety building that will house the new 911 center. Gobbell Hays is the architectural firm who did the original drawings for the new building in 2018. Director Martini will serve as one of the key stakeholders.

Election of Officers for FY 2023

- Chairperson - Ms. Mattson made a motion that Cleo Duckworth remain as chairperson for the upcoming year. Ms. Baker seconded the motion. Ms. Duckworth asked if there were any other nominations or others who wished to serve in this position. There were

none. Ms. Mattson then asked that we elect by acclamation. A voice vote was taken which carried unanimously.

- 1st Vice Chair – Mr. Johnson made a motion that Susan Mattson remain as 1st Vice Chair for the upcoming year. Ms. Hale seconded the motion. Ms. Duckworth asked if there were any other nominations or others who wished to serve in this position. There were none. A voice vote was taken which carried unanimously.
- 2nd Vice Chair – Ms. Hale made a motion that William Johnson remain as 2nd Vice Chair for the upcoming year. Ms. Baker seconded the motion. Ms. Duckworth asked if there were any other nominations or others who wished to serve in this position. There were none. A voice vote was taken which carried unanimously.

Date of Next Board Meeting

There will be no ECD Board meeting in July. The next meeting of the ECD Board of Directors will be held on August 18, 2022.

Miscellaneous

Ms. Mattson asked if there was any news regarding the two vacant positions on the ECD Board. Neither Director Martini nor Mark Lynam had heard anything. Director Martini indicated that he would follow up with the Mayor's Office.

Adjournment

Upon proper motion by Ms. Baker and second Mr. Johnson the meeting adjourned at 3:48 PM.

Minutes submitted by Mark Lynam