

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 2:33 PM and presided over the meeting with the following board members present: William Johnson, Susan Mattson, Lorinda Hale, Rick Cowan, and Carolyn Tucker. Board member Ruby Baker was not in attendance. Others who attended the meeting included: Mark Lynam and Larry Law (ECD Admin), Stephen Martini, Patrice Coleman, Paul McCallister, Dwayne Vance, and Mason Baker, (Metro DEC), Neil Pickering (Finn Partners), and Russell Freeman (Legal Counsel).

### **Minutes**

Ms. Hale made a motion to accept the minutes from the June 15, 2023 ECD board meeting. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

### **Financial Report**

Mr. Lynam went over the July financial report with board members. He reported cash available for operations totaled \$21,939,059. This consisted of \$181,913 in our checking account and \$21,757,146 in our LGIP account.

Mr. Lynam went over the various financial transactions that took place during the month. He reported that income for July was \$101,055 while expenses amounted to \$2,016,078. This resulted in a net loss of \$1,915,023 for the month.

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

### **Public Awareness Update**

Mr. Pickering updated board members on the Rescue Rex program. He reported that Rex actors were preparing for an upcoming two week rehearsal called Camp Rex. School contact information has been updated and outreach to these schools will start soon. Approximately 20 schools have already requested Rex to appear in their school.

Mr. Pickering went over the advertising report with board members. He reported that the “Road Debris” message continues to be the top creative piece. Across Davidson County there are currently three digital billboards (2 English / 1 Spanish) and two vinyl billboards (1 English / 1 Spanish) displaying our messages. Digital Display and Video on Facebook was paused in July and relaunched in August.

Mr. Martini reported that a citizen voiced concern over the “Someone Knocking on Your Door” radio ad. It was taken down in June at the suggestion of the Mayor’s Office. The Mayor’s Office is reviewing the matter and will get back with DEC.

### **DEC Directors Report**

Director Martini announced that Angie Milliken has taken her retirement as of August 11<sup>th</sup>. Patrice Coleman has been promoted into the Assistant Director of Support Services vacancy that was created with Ms. Milliken’s retirement.

Director Martini noted that his department will soon have a full staff of 246 employees. Recent hires include Mason Baker (Finance), Monique Brown (HR), and Stephanie Reed (Technology – Intranet). A group of 17 new call-takers will start next week. Two other vacancies, a PR position and a phone tech, remain to be filled.

The APCO Conference was held in Nashville last week. DEC hosted 14 tours of the 911 Center. Three team members participated in live demos on the Expo Hall floor.

Director Martini went over his monthly informational report with board members. He reported that the answer time for 911 calls during July was at, or above, the national compliance standard.

DEC is taking a different approach to the training of new call-takers. Instead of using a one trainer to one trainee methodology, a single trainer is assigned to a group of trainees who spend their first month answering non-emergency calls in a group setting. In addition to letting the trainee hone his skills in a less rigorous environment, the group setting allows the trainee to learn and sharpen his skills by listening to how phone calls are handled by others in his group. By the time the trainee is moved into the pool of 911 call-takers, he usually has gained more self-confidence and is better prepared for the more serious phone calls.

### **Amend Rules of Order**

At the June 15<sup>th</sup> ECD board meeting, a proposal was made to change the definition of quorum in the district's Rules of Order. Before doing so, board members asked Mr. Freeman to research Tennessee Code governing emergency communication districts to make sure that we would not be violating anything under the state statute. Mr. Freeman reported that he had reviewed TCA 7-86-105(f), which defines what constitutes a quorum, and had determined that we would not be in violation of anything under current law if we amended our definition of quorum.

Under the district's current Rules of Order, the language governing a quorum reads as follows: "Five members of the nine member board shall constitute a quorum for conducting the Board's business and exercising its powers". Mr. Freeman suggested the language be amended to read, "A majority of the members of the Board present at a meeting shall constitute a quorum for conducting the business of and exercising the powers of the Board".

Several members of the board felt that this new language lacked clarity and was open to a variety of interpretations. Discussion took place as to how the wording could be changed to better state what we were trying to achieve. After discussion ended, Ms. Mattson made a motion that the language governing a quorum be changed to read as follows: "A majority of the members of the Board shall constitute a quorum for conducting the business of and exercising the powers of the Board". Mr. Cowan seconded the motion and it carried unanimously by voice vote.

### **Adjournment**

Upon proper motion by Mr. Cowan and second by Ms. Hale, the meeting adjourned at 3:43 PM.

The next meeting of the ECD Board of Directors will be held on September 21, 2023.  
Minutes submitted by Mark Lynam