

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 1:04 PM and presided over the meeting with the following board members present: Susan Mattson, Ruby Baker, Lorinda Hale, Carolyn Tucker, and Rick Cowan. Board member William Johnson 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, Mason Baker, and James Matthews, (Metro DEC), Kimberly Nichols, Shari Dennis, and Tiffany Childress (Finn Partners), Russell Freeman (Legal Counsel), and Will Denami (Governmental Lobbyist).

### **Public Hearing – ECD Operating Budget for FY 2025**

Chair Cleo Duckworth opened the meeting with a public hearing concerning the district's operating budget for FY 2025. She announced that on April 18, 2024 the ECD Board met and approved its proposed operating budget for fiscal year 2025. Additionally, on May 9, 2024 a copy of the proposed budget was filed with the Metro Clerk. Notice of this public hearing was advertised in the Tennessean newspaper on Sunday, June 16, 2024. 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 2025. Seeing that no one was present who wished to speak, Ms. Duckworth closed the public hearing.

### **Minutes**

Ms. Mattson made a motion to accept the minutes from the April 18, 2024 ECD board meeting. Ms. Hale seconded the motion, and it carried unanimously by voice vote.

### **Legislative Update**

Mr. Will Denami updated board members on the various ECD related bills that came before the most recent session of the Tennessee General Assembly. He provided a report which gave a summary of each bill and its status at the end of the legislative session.

### **Financial Report**

Mr. Lynam went over the May financial report with board members. Cash available for operations as of May 31, 2024 totaled \$26,964,203. This consisted of \$37,807 in our checking account and \$26,926,396 in the LGIP account.

Mr. Lynam went over the various financial transactions that took place during the month. He reported that income for May totaled \$159,805 while expenses amounted to \$662,302. This resulted in a net loss of \$502,497 for the month.

Along with the monthly financial statement, Ms. Mattson asked if a report could be provided that would give a better description of the expenses that are reimbursed to DEC. Mr. Lynam indicated that he would provide this report with future statements.

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 Current FY 2024 ECD Budget**

Mr. Lynam reported that that after all expenses were paid for the June time period, the District exceeded its 2024 budget in three categories. He provided a report showing overages in surety bond premiums, cell phone usage, and language interpretation services. Mr. Lynam went on to explain that when the books are audited for fiscal year 2024 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 2024 as follows:

|                                |             |         |       |                        |
|--------------------------------|-------------|---------|-------|------------------------|
| 4208 – Contracts with Vendors  | Decrease by | \$5,000 | ....  | (\$10,000 to \$5,000)  |
| 4243 – Surety Bond Premiums    | Increase by | \$ 100  | ..... | (\$ 8,000 to \$8,100)  |
| 4251 – Cell Phones             | Increase by | \$ 200  | ..... | (\$94,000 to \$94,200) |
| 4430 – Language Interpretation | Increase by | \$4,700 | ..... | (\$90,000 to \$94,700) |

After discussion ended, Ms. Hale made a motion that the Board amend the FY 2024 budget as recommended. Ms. Tucker seconded the motion, and it carried unanimously by voice vote.

### **Adopt ECD Budget for FY 2025**

Mr. Lynam presented a copy of the 2025 operational budget that was proposed at the April 18, 2024 board meeting. He stated that no changes had been made to the initial proposal. Revenue for FY2025 is estimated to be \$11,988,861. Expenses are estimated to be \$8,075,769. The District should end FY 2025 with a net gain of \$3,913,092.

Ms. Hale made a motion that the Board adopt the FY 2025 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 2025:

1. Inter-Local Agreement with Metro – Ms. Mattson made a motion to approve the contract. Ms. Tucker seconded the motion, and it carried unanimously by voice vote.
2. Russell Freeman (Legal Services) – Ms. Hale made a motion to approve the fee letter. Ms. Mattson seconded the motion, and it carried unanimously by voice vote.
3. FINN Partners (Public Awareness) – Ms. Hale made a motion to approve the contract. Ms. Baker seconded the motion, and it carried unanimously by voice vote.
4. Mark Lynam & Larry Law (Administrative Services) – Ms. Tucker made a motion to approve the contract. Ms. Mattson seconded the motion, and it carried unanimously by voice vote.

### **Public Awareness Update**

Ms. Childress went over the Rescue Rex report with board members. She reported that her team is preparing for in-person shows for the upcoming school year. The Rescue Rex coloring book has been updated and Ms. Childress hopes to share it with board members at our next meeting.

Newschannel 5 attended the May 8<sup>th</sup> Rescue Rex show at Shwab Elementary School. The segment should air this summer. The Rescue Rex show reached 8,352 students this past school year. This is a 25% increase over the previous school year.

Ms. Dennis introduced Kimberly Nichols as our new account director. Ms. Nichols familiarized board members with her background. She then went over the advertising report with board members. She reported that our ads continue to perform well and are performing on track. Citizen engagement with our ads is good.

### **Street Name Changes**

Council Ordinance BL2024-349: a proposed request to rename four disconnected segments of Old Harding Pike ... segment 7900-8082 to Smith Farm Road, segment 8101-8131 to Pink Tower Road, segment 8200-8296 to Linton Lane, and segment 8405-8423 to Old Harding Grove. Mr. Lynam conveyed that DEC was in support of this bill. Ms. Hale made a motion to approve the name changes. Ms. Baker seconded the motion, and it carried unanimously by voice vote.

Council Ordinance BL2024-430: a proposed request to rename an unnumbered alley right-of-way, from Benton Avenue to Craighead Street, to Coliseum Way. Mr. Lynam conveyed that DEC was in support of this bill. Ms. Mattson made a motion to approve the name change. Ms. Hale seconded the motion, and it carried unanimously by voice vote.

### **DEC Directors Report**

Director Martini went over the highpoints of his report. He reported that 911 call answer time continues to exceed NENA compliance standards. Calls answered within 15 seconds is at 95.41% while calls answered within 20 seconds is at 96.26%.

The total volume of 911 calls is down compared to 2023. This is attributed to improved non-emergency call answer time.

There were 156 “Text to 911” sessions during the month of May. Some are submitted in a non-English language. RapidDeploy allows call-taker to converse in texter’s native language.

HubNashville’s use and reporting has remained consistent over the past 90 days.

DEC currently has 7 vacant positions. Interviews to fill vacancies are ongoing.

Quality assurance and citizen engagement with CueHit reflects customer satisfaction at 81.92%. Would like to see positive responses at 85% or better.

DEC’s public education team worked 68.5 hours across 8 events during the past month.

During the month of May DEC’s TERT team worked 709.15 hours supporting numerous special events and law enforcement initiatives across Davidson County.

### **Election of Officers for FY 2025**

Ms. Hale made a motion that we reappoint our current leadership. She asked that this be done by acclimation. Mr. Cowan seconded the motion and it carried unanimously by voice vote. The officers who will remain in place for FY 2025 are:

- Chair – Ms. Cleo Duckworth
- 1st Vice Chair – Ms. Susan Mattson
- 2nd Vice Chair – Mr. William Johnson

**Adjournment**

Upon proper motion by Ms. Hale and second by Ms. Baker, the meeting adjourned at 2:17 PM.

The next meeting of the ECD Board of Directors will be held on August 15, 2024 at 1:00 PM.

Minutes submitted by Mark Lynam