

SHELBY COUNTY 9-1-1 DISTRICT
BOARD OF DIRECTORS
THURSDAY, April 5, 2007

The Shelby County Emergency Communications District Board of Directors met at the Shelby County 9-1-1 District office, 6470 Haley Road, Memphis, Tennessee.

Chairman Brenner called the Board of Director's meeting to order at 8:30 am. Chairman Brenner called the roll and the following board members were present: **Henry Brenner; Doctor Barbara Duncan-Cody; William Hughes; Sam King; Michael Molder. Sandra Richards arrived at 8:37 a.m.**

Lois Stockton was absent.

See Page 4 for others in attendance.

A quorum was present the following business was conducted:

Minutes of the Last Meeting

Chairman Brenner presented the minutes from the last Board meeting. Chairman Brenner called for a motion to approve the minutes of the last meeting.

**William Hughes moved that the minutes be approved.
Samuel King second.
The motion was carried unanimously.**

Treasurer's Report/Financial Report:

Samuel King reviewed the financial report for the District.

The second part of the report was the presentation of the FY07-08 proposed budget. Samuel King asked if there were any questions from any board members. No questions were asked and Samuel King asked the Director to review the proposed budget.

Director Chiozza reviewed the estimated revenue that was included in the budget and noted the anticipated state funds were not included at this particular time, until we are officially notified the District will received the additional revenue.

Under salaries and wages the Executive Committee requested me to included 3.5% increase for salaries for July 1, 2007. In line 4232 funds were also included for upgrading our PBX systems the district owns during the next fiscal year.

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Included within budget line 4415 (public education line) the Executive Committee ask that I included funds in the amount we budgeted for the last two fiscal years which amounts to \$527,000. Mr. Hughes asked how long the contract with the present company was for, and it was stated that it is a one year contract and the District must give a sixty day notice to cancel the contract prior to the renal date.

Director Chiozza also went over the capital items in line 1308 that were included in the budget. Director Chiozza also went over the funds included in line 4232 that are being carried over that were previously approved by the board for relocating the Shelby County Fire PSAP.

**William Hughes moved to accept the financial report and proposed budget.
Barbara Duncan-Cody second.
The motion was carried unanimously.**

Executive Committee Report:

Mike Marshall: Drafts are being prepared for an Attorney General's opinion through Senator Kyle's office soon on the use of 9-1-1 funds, a 543-NEED campaign, the use of funds for a 3-1-1 system and use of funds for a public education campaign on a new county ordinance on fines for abuse of the 9-1-1 system.

Working on a Continuance policy and Mr. Marshall also discussed the disability policy for the district. Mr. Marshall entertained other questions on workers compensation issues.

Mr. Hughes made a motion that we review what Shelby County does and a proposal from Mike Marshall after his review and investigation and have a recommendation from the personnel committee to the full board.

**William Hughes moved this item.
Barbara Duncan-Cody second.
The motion was carried unanimously.**

Electronic participation was discussed and Mike Marshall discussed when this could take place and that it has to be a necessity that electronic participation take place. Also the minutes of the meeting has to be given to the Secretary of State within two days. Chairman Brenner stated he would rather not have a quorum than have to have electronic participation take place.

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Sandra Richards advised she would ask the Secretary of State on the compliance to the TCA on this matter.

Director's Report

Director Chiozza updated the board on the \$14 million funding the State TECB is trying to pass to the districts.

The Shelby County Fire Department PSAP relocation is still ongoing and they hope for this to be done by June or July. The District is working on obtaining a cost estimate for a second 9-1-1 trunk route so we will have a diverse route for the 9-1-1 trunks going to this facility.

Director Chiozza also stated we were working on a Request for Proposal for upgrade and maintenance on the four PBX systems that the District owns.

Director Chiozza also went over the following budget line item transfers and requested a motion from the board.

\$10,700 from budget line #4208 Contract with Private Agencies, to budget line #4108 Retirement Contributions.

\$2,500 from budget line #4420 Office Mileage Expense, to budget line #4235 Vehicles.

Michael Molder moved to accept budget line item transfers for both lines.
Samuel King second.
The motion was carried unanimously.

Director Chiozza also presented a letter from Doctor Joe Holly concerning public education and our campaign. Director Chiozza also advised the board of the request by several County Commissioners asking that the 9-1-1 District provide a public education campaign on the new county ordinance. Some District board members ask that the county commission provide a letter to our board requesting this.

Director Chiozza advised the board of the information that was mailed out to each member of the new locations for our billboards and radio spots for our public education campaign.

Director Chiozza updated the board on legislation that was ongoing in Nashville concerning 9-1-1 issues.

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Information From Sandra Richards:

Sandra Richards provided call received information that was obtained from the Memphis Fire Department. Sandra Richards advised she would work on providing a report by category and show what types of calls we are receiving and what is the outcome of the call and it would show if it is a false call or prank call and this would help us to decide how our public education campaign goes.

Samuel King asked if this would be for the whole County and Sandra Richards advised it would be.

Barbara Duncan-Cody stated we need to figure out what impact our campaign is having. If the impact is not there then we need to decide.

Sandra Richards advised she would have this by the August meeting.

Old Business: None

New Business: None

Chairman Brenner adjourned the meeting at 9:07 a.m.

Others in Attendance:

Pam Helton		Raymond Chiozza
Michael Marshall		Lisa Pratt
Debbie Boyd		Don Boyd
Billy Hiner		Harold Truebger
Sue Robbins		Bobby Thompson
Beverly Hadley		Wink Downen

Approved:



Samuel King, Secretary/Treasurer

6-7-07

DATE

Minutes transcribed by: Raymond Chiozza



Emergency Communications District of Shelby County

6470 Haley Road
Memphis, Tennessee 38134-7965

Telephone (901) 380-E911
Fax (901) 380-4707

ROLL CALL

**Shelby County Emergency Communications District
June 7th, 2007 Board Meeting**

Absent Present

Henry Brenner

Dr. Barbara Duncan-Cody

William Hughes

Samuel King

Mike Molder

Sandra Richards

Lois Stockton

Handwritten signature and date: 6-7-07



Shelby County Emergency Communications District
ECD Board Meeting
Sign-In Sheet June 7th, 2007

1. MICHAEL PATT

2. _____

3. M. Moler

4. _____

5. Mike Williams

6. _____

7. B Dunau - Coody

8. _____

9. Elizabeth Thompson

10. _____

11. Libby Kelley

12. _____

13. Debbie Boyd

14. _____

15. Dan Boyd

16. _____

17. Beverly Hally

18. _____

19. Pam Helton

20. _____

21. Carol Walker

22. _____

23. Howard Deane

24. _____

25. _____

26. _____

27. _____

28. _____

29. _____

30. _____

1. <u>[Signature]</u>	2. _____
3. <u>[Signature]</u>	4. _____
5. <u>[Signature]</u>	6. _____
7. <u>William Hughes 9-11</u>	8. _____
9. _____	10. _____
11. _____	12. _____
13. _____	14. _____
15. _____	16. _____
17. _____	18. _____
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27. _____	28. _____
29. _____	30. _____

SHELBY COUNTY 9-1-1 DISTRICT
BOARD OF DIRECTOR'S
MEETING MINUTES
THURSDAY, June 7, 2007

The Shelby County Emergency Communications District Board of Directors met at the Shelby County 9-1-1 District office, 6470 Haley Road, Memphis, Tennessee.

Chairman Brenner opened the public hearing on the 2007/2008 Operating Budget by asking if anyone desired to discuss or make comment. There was no response. The public hearing was closed.

Chairman Brenner called the Board of Director's meeting to order at 8:34 a.m. The following board members were present: Dr. Barbara Duncan-Cody, William Hughes Michael Molder, Sandra Richards, Samuel King, Lois Stockton, and Henry Brenner.

A quorum was present and the following business was conducted:

Others in attendance are listed on page 6.

Meeting Minutes

Chairman Brenner called for a motion to approve the minutes of the last meeting. (April 5th, 2007)

William Hughes moved to approve the minutes..

Lois Stockton second

The motion was carried unanimously

Treasurer's Report

Secretary/Treasurer King reviewed the financial report, and fund balances.

Budget Reading

Secretary/Treasurer King asked Director Chiozza to review the proposed budget for the 2007/2008 Operating Budget. Several items were reviewed and Director Chiozza asked if any board members had any additional questions on specific line items. Several questions were asked and reviewed by Director Chiozza. Director Chiozza also noted we included funds to replace our office computers in January 2008.

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*Secretary/Treasurer King moved that the Treasures' Report and Operating Budget be approved.
Mike Molder second
The budget was unanimously approved on the second and final reading*

Building Project

Chairman Brenner discussed that during the Executive Committee's meeting an update was given on meeting with City of Memphis officials concerning the building project.

Chairman Brenner updated board members of a meeting with City officials and Councilman Brittenum on the 9-1-1 communications center and the status of it. Rowland McElrath and Keith McGhee were also present along with Director Chiozza for this particular meeting. Chairman Brenner advised that a question was asked of Director Chiozza if we would fund just a building for the City of Memphis. Chairman Brenner advised the Board that he told the meeting participants we would have to fund all municipalities who asked of similar requests of this nature.

Chairman Brenner brought this issue to the full board for discussion but stated we should not enter into any agreement for them to build there own building. The City is talking about issuing the bonds but the City wants the County to issue there fair share but the County will not issue any bonds. The County has contributed the land for the facility. As Chairman I would like to stay the course and go for one facility.

Director Chiozza stated that at the second meeting with City of Memphis officials we left there and they wanted our board attorney to research of it was legal for a District to fund a building just for the City of Memphis. Director Chiozza also noted that during the last Executive Committee meeting Sam suggested we draft a letter stating this board realizes we cannot build and mange a facility such as this and in the future if the City and County come together the District would consider contributing a set amount of funds toward the project.

Director Chiozza also stated that things have changed a lot since we first started this project. Director Chiozza stated he was raising the red flag 6 or 7 years ago due to wireless taking our revenue and the majority of those funds are going to the State. Now here we are and we have VOIP and the District will be losing that revenue to the State too now. Director Chiozza stated he has fears how this will affect us down the road as far as revenue. It appears that we have the City Council persons have a viewpoint and we have the Administration with viewpoint on the issue.

Doctor Duncan-Cody advises that raising the rates will not pay for this building. It appears the more we do the worst it gets. Politics are getting in the way. I would say write the letter and when you guys get serious let us know.

Sam King stated he agreed 100% and that was the intent of what was said at the Executive Committee meeting.

Sandra Richards asked about CIP funds and if the City of Memphis had funds in there budget. Henry Brenner advised that it is still in the City budget for the FY 11 year budget. Mel Scheuerman advised it was about \$18,000,000.

Chairman Brenner stated the board should send a letter to the Mayors and officials that we have not changed our goal that we have funds available to help build a facility.

Sam King made a motion to have board attorney Mike Marshall draft a letter to the City and County. **Mike Molder seconded the motion.** Mike Marshall stated he would circulate a draft for board members to review. The tone of the letter would be essentially that the board is still committed to a more unified county wide 9-1-1 system but because of practical and financial issues it is hard to complete this project. The Board could set aside money in the \$10 - \$15 million range that if the County and City and anyone else who wants to participate in the building can come up with an agreement in say two years with some sort of drop date on it, that that money is available in the form of cash. That cash is there for your use in a unified 9-1-1 building. If you want to use this cash they have to get together and figure out how they will cooperate to get it built.

Henry Brenner stated the City should still take the lead since they have been working on the project for so long and have a construction and design team in place.

William Hughes stated that he was worried about sending the wrong letter out to the elected officials. Mr. Hughes stated that we need to make sure we have talked to the Mayors who can get the bonds to build the building.

Henry Brenner agreed with Mr. Hughes. Mr. Brenner stated we have talked had that meeting in January 2007. We had both Mayors, both Chief Administrative Offices, Chief Financial officers, various Directors from both governments were in attendance. Also in attendance were board attorney Mike Marshall and the Executive Director Raymond Chiozza. Chairman Brenner stated he called them together to get them on the same page since he was tired of dealing with the building project. The County has agreed to pay there fair share of the maintenance cost of the building they would occupy. Chairman Brenner stated he agreed with Barbara Duncan-Cody and Sam King about sending a letter.

Lois Stockton stated that we do not desire to send an ultimatum type of letter. It will have a real nice tone explaining our situation.

Sam King stated he see's it as an incentive type letter.

Barbara Duncan-Cody stated it will be a letter of understanding but the bottom line is we hope it doesn't take another tragedy to get something done.

Sandra Richards stated could we give some consideration that if what we are doing does not work and we have assuming \$20 million and we got the building where the City takes up 63%, County takes up 35%, and the others take up 5 or 6% each, could we have a formula that would kind of outline that we are going to give them a certain amount of money for the building and they have 2 years to get it done and how much they would get based on the size of the PSAP?

Chairman Brenner stated that we raised our rates to build the building. We will have to deal with the original resolution dealing with this. Chairman Brenner stated we as this collective Board are tired of meeting on this issue.

Mel Scheuerman stated that he thought that was the real question from Rowland McElrath to Mike Marshall and Raymond do you have the legal authorization to flow the money that you have collected and can collect to the City on an appropriate percentage basis to help us to build a building. The discussion concluded.....

Director Chiozza stated that we still have a motion on the table from Sam King that was second by Mike Molder. A vote was taken on Sam King's motion and..... *The motion was carried unanimously.*

Director's Report

Director Chiozza reviewed his report.

Supplemental funding was signed by the Governor and the District received the first disbursement and next years disbursement will be sent with each wireless payment throughout the fiscal year.

I am still waiting to hear a date for the Shelby County Fire Department to relocate its PSAP. Director Chiozza requested a motion to fund a second diverse 9-1-1 line to this facility since we will have two PSAPs within this facility. Director Chiozza also requested to fund the cost to bring the trunk into the building. He requested to amend next year's budget line #4233 for the FY07-08 budget by \$15,465 to cover this cost.

Sam King moved to approve the recommendation...

William Hughes second

The motion was carried unanimously

Work is continually on the upgrade of the PBX systems the District owns.

The MagIC server replacement program is continuing an should be completed by next week.

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The list for the next billboard locations are included in your packet and also a notice of an award that was won by Chandler Ehrlich and Company for the 9-1-1 public education campaign.


Chairman Brenner adjourned the meeting at 9:25 a.m.

The next regularly scheduled board meeting will be Thursday, August 2, 2007.

Others in Attendance

Raymond Chiozza		Pat Evans
Mike Marshall		Harold Truebger
Sue Robbins		Michael Putt
Mike Williams		Elizabeth Thompson
Libby Kelly		Debbie Boyd
Don Boyd		Beverley Hadley
Pam Helton		Carol Walker
Howard Doyle		Mel Scheuerman

Approved:



Samuel King, Secretary/Treasurer

8-2-07

Date

Minutes transcribed by: Raymond Chiozza