

SHELBY COUNTY 9-1-1 DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
THURSDAY, AUGUST 14, 2008

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 Henry Brenner called the Board of Director's meeting to order at 8:32 a.m.
Chairman Brenner called the roll and the following board members were present:
Dr. Barbara Duncan-Cody, William Hughes, Lois Stockton, Samuel King, Michael Molder, Dr. Bianca Sweeten. Clifton Dates and Sandra Richards were absent. *See Page 4 for others in attendance.*

A quorum was present the following business was conducted:

Minutes of the Last 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

Secretary/Treasurer King presented the financial report and fund balances.

William Hughes moved to accept the financial report

Lois Stockton second

The motion was carried unanimously

By-Laws Update (Attorney Mike Marshall)

Attorney Marshall reviewed the revisions and updates to the Board of Directors By-Laws. Each board member was provided with a copy of the revised by-laws.

Lois Stockton moved to vote on the new by-laws amendments at the next meeting

William Hughes second

The motion was carried unanimously

Treasurer's Report

Secretary/Treasurer King presented the financial report

William Hughes moved to accept the financial report.

Dr. Duncan-Cody second

The motion was carried unanimously

Update on Administration Building Land Lease Agreement

Attorney Marshall reported that he was still waiting for a response from the county and hoped to have a response by the next board meeting.

Public Education Committee Report

Lisa Pratt from Chandler Ehrlich presented the upcoming public education campaign for fiscal year 2008-2009.

Director's Report

Director Chiozza reported that the District published the RFP for a Public Education Campaign on July 2, 2008. The deadline for a response was July 31, 2008.

AT&T has taken over the maintenance portion on the District's four Nortel switches.

The following are budget amendments for the 08-09 budget:

The District estimated \$35,000 to install one additional calltaker position at the Memphis Fire PSAP, the \$35,000 was included in the new budget. The estimate came back at \$39,750, and with a 10% contingency totals \$43,725. Director Chiozza requested a motion to authorize an additional \$8,725 in budget line 1308 to cover the cost for the additional calltaker position at the Memphis Fire Department PSAP.

William Hughes moved to make the budget amendment

Michael Molder second

The motion was carried unanimously

Director Chiozza requested a motion to carry over the remaining funds for the switch upgrades with AT&T to the 08-09 budget year, specifically, \$129,404 budget line 4232 and \$25,769 budget line 1308.

William Hughes moved to carry the funds over to the new budget

Michael Molder second

The motion was carried unanimously

Budget Modifications

The State of Tennessee Division of County Audit updated the Accounting and Financial Reporting Manual for E911 districts. The following changes are required due to the changes made by the State:

Budget Line 3003 becomes TECB-Operating Funding

3004 becomes Other Operating Revenue

4109- Other Post Employment Benefits

4236-Fuel Vehicles (With this creation I am requesting a motion to transfer \$7,200 from line 4235 to line 4236 Fuel Vehicles)

William Hughes moved to make the budget modifications

Michael Molder second

The motion was carried unanimously

Line 4420 – Internet Charges created. It was requested by Director Chiozza that \$2,100 previously allotted for Office Mileage expenses be transferred to Line 4419-Travel Expenses.

William Hughes moved to make the requested changes

Dr. Duncan-Cody second

The motion was carried unanimously

Director Chiozza announced that he will be applying for reimbursement for some of the funds that were spent on the telephone upgrades that are currently being done. Once Attorney Marshall has completed work on a local intergovernmental agreement between the District and the City of Memphis Police Dept. and Shelby County Sheriff's Dept., the reimbursement can be applied for. The total of the two reimbursements would be \$190,000.

Generator for Shelby County Sheriff's PSAP

The Shelby County Sheriff's PSAP is attempting to purchase a new generator; the current generator is more than 25 years old. They have a preliminary estimate for the project of \$242,411. Director Chiozza requested a motion that the District fund one half the cost to replace the generator for a total of \$121,206 and that this amount be added to the current budget line 1308. After discussion the board will fund up to \$150,000 for the project.

William Hughes moved to fund the generator replacement not to exceed \$150,000.

Sam King second

The motion was carried unanimously

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Chairman Brenner adjourned the meeting at 9:24 a.m.

The next regularly scheduled meeting will be Thursday, October 2, 2008.


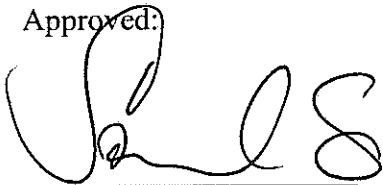
Others in Attendance:

Raymond Chiozza
Curt Pierce
Wink Downen
Lisa Pratt

Pat Evans
Mike Marshall
Ed Manaker

Scott Fleming
Libby Kelly
Harold Truebger

Approved:



Samuel King
Secretary/Treasurer

Minutes transcribed by: **Patricia Evans, Office Manager**