

**SHELBY COUNTY 9-1-1 DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
THURSDAY, APRIL 7, 2011**

The Shelby County Emergency Communications District Board of Directors met at the Shelby County 9-1-1 District office, 3150 Lenox Park Blvd., Suite 108, Memphis, Tennessee.

Chairman Stockton called the Board of Director's meeting to order at 8:33 a.m.
Chairman Stockton called the roll and the following Board members were present:
Henry Brenner, Michael Molder, Dr. Bianca Sweeten, Clifton Dates
Dr. Sweeten moved to allow **Dr. Duncan-Cody** to attend by telephone, **Michael Molder** second, the motion was carried unanimously. A call was placed to **Dr. Duncan-Cody** but there was no answer from **Dr. Duncan-Cody**. **Sandra Richards** arrived after the meeting was in progress.

Absent: William Hughes, Dr. B. Duncan-Cody
See Page 3 for others in attendance.

A quorum was present and the following business was conducted:

Minutes of the Last Board Meeting (February 3, 2011)

Chairman Stockton called for a motion to approve the minutes.

*Henry Brenner moved for the approval of the minutes.
Dr. Sweeten second
The minutes were unanimously approved*

Treasurer's Report

Secretary/Treasurer Henry Brenner presented the financial report and fund balances

*Michael Molder moved approval of the report
Dr. Sweeten second
The financial report was unanimously approved*

Secretary/Treasurer Brenner advised the board members that they have been given a copy of the 2009/2010 audit which has already been sent to the state for filing.

**Henry Brenner moved to accept the audit report
Michael Molder second
The audit report was accepted unanimously**

Henry Brenner introduced Greg Pohlman of Scott and Pohlman, P.C., (Certified Public Accountants) Greg Pohlman gave a brief summary of his firm and their background.

**Henry Brenner moved to hire Scott and Pohlman as the new auditors and discontinuing the use of Watkins Liberal after over 19 years.
Dr. Sweeten second
The motion was unanimously approved**

Personnel Committee Report

Michael Molder reviewed the results of the Personnel Committee meeting. The Personnel Committee recommended to the Executive Committee that the GIS Administrator position be posted with a salary range of \$56,800 to \$85,000 as recommended by HRImpact human resources consultants.

Henry Brenner moved to proceed with posting the GIS position
Clifton Dates second
The motion was carried unanimously

Public Education Committee Report

Dr. Sweeten informed the board that bids had gone out for the t-shirt project. The board was provided with bid tabulations sheet for the t-shirt bids.

Dr. Sweeten moved to accept the bid from Champion Awards for the t-shirts
Henry Brenner second
The motion was carried unanimously

It was noted that in the future more effort would go toward purchasing smaller trinket items etc. from small businesses.

Director's Report

Director Chiozza requested a motion to amend budget line #4011 to include an additional \$19,338 which represents one-half of the maximum amount of compensated expenses liability to the District.

Michael Molder moved to amend the budget line #4011
Henry Brenner second
The motion was carried unanimously

During the last audit, the district was advised by the auditor that it should be budgeting the administrative fees that telcos retain when they submit their 9-1-1 service fees. By state law, a telco may retain up to 3% of the fees submitted. Director Chiozza requested a motion to amend budget line #4205 Administrative Fees-Service Charges by \$133,000.

Michael Molder moved to amend budget line #4205
Clifton Dates second
The motion was carried unanimously

Director Chiozza reported that CS2 has completed the new TV and radio ads for the public education campaign. The ads have already begun running. There is a demo available for review by those wanting to see the new ads after the meeting.

Board members were reminded about the upcoming NENA Conference.

A list of the 9-1-1 related legislation was included in the meeting packets.

The board was given a list of the classes and attendance at the training sessions that have been held at the district office training rooms.

Director Chiozza presented the 2011-12 budget for the first reading.

Henry Brenner moved to approve the first reading of the 2011-12 budgets
Michael Molder second
The motion was carried unanimously

OLD BUSINESS:

Director Chiozza and Attorney Marshall updated the board on the FEMA contract to be signed and so accepting the funds to replace the equipment at Millington that was damaged during the May 2010 flooding.

Michael Molder moved to sign the contract and accept the funds
Henry Brenner second
The motion was carried unanimously

NEW BUSINESS:

Sandra Richards presented a report and overview of the capabilities of the iPad and the iPad 2. After her report Sandra recommended and made a motion that the iPad2's be purchased for the board members that wish to use them.

Michael Molder moved to purchase the iPad 2
Dr. Sweeten second
The motion was carried unanimously

There was no further business to come before the board.

Chairman Stockton called for a motion to adjourn the meeting.

Michael Molder moved to adjourn the meeting
Clifton Dates second

The meeting was adjourned at 9:36 a.m.

The next regularly scheduled meeting will be Thursday, June 2, 2011 at 8:30 a.m.

Minutes approved:


Henry Brenner, Secretary/Treasurer

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Minutes transcribed by: Patricia Evans, Office Manager

Others in Attendance:

Raymond Chiozza	Don Coleman
Pat Evans	Mark Rhodes
Tina Schaber	Libby Kelley
Stephanie Berryman	Bobby Thompson
Sue Robinson	Mary Ballee
Harold Truebger	Michael Marshall
John Hanna	Leonard Davis