

**SHELBY COUNTY 9-1-1 DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
THURSDAY, October 4, 2012**

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.

Vice Chairman King called the Board of Director's meeting to order at 8:32 a.m. Vice Chairman King called the roll and the following Board members were present: **Henry Brenner, Clifton Dates, Michael Molder, Kevin Fields, Jason Farmer, Sandra Richards came in after roll call.**  
**Absent:** Dr. Bianca Sweeten, Chairman Lois Stockton

*A quorum was present and the following business was conducted:*

Vice Chairman King asked the visitors to introduce themselves: *See Page 4 for others in attendance.*

*Service Award plaques were presented to Pat Evans (20 years), Sue Robinson (25 years) and Deputy Director MPD Don Boyd, MPD retiree*

**Minutes of the Last Board Meeting (August 2, 2012)**

Vice Chairman King called for a motion to approve the minutes.

*Henry Brenner moved for the approval of the minutes.  
Michael Molder second  
The minutes were unanimously approved*

**Treasurer's Report**

**Secretary/Treasurer Henry Brenner** presented the financial report, investment accounts and fund balances.

*Kevin Fields moved to accept the Treasurer's Report  
Michael Molder second  
The motion was unanimously approved*

Director Chiozza updated the Board on the upcoming Expenses and Investments. Henry Brenner elaborated on Director Chiozza's comments. Henry Brenner stated that he would like to go to the State Board for a rate increase of the 9-1-1 fees to increase revenue.

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Henry Brenner requested \$15,000.00 for the Fire Museum of Memphis for advertising of the 9-1-1 Safety Theatre. After discussion it was decided that the item would be tabled until Attorney Marshall checks to be sure this item is an allowable 911 expense.

Henry Brenner stated that he wanted the Board of Directors to nominate him for consideration to the State 911 Board. There are currently no openings but Henry wants to have his application on the Governor's desk for consideration when an opening might occur.

*Kevin Fields moved to nominate Henry Brenner to the state board  
Clifton Dates second  
The motion was carried unanimously*

Attorney Marshall reviewed the current County Travel policy and suggested that the District have a travel policy written that would more closely match the particulars of the 911 District and still be as stringent as the County Travel policy, as State Law requires.

Vice Chairman King announced **the 2012 Nominating Committee: Jason Farmer, Sandra Richards and Clifton Dates**. The committee was charged with recommending a slate of officers by November 15.

**Director's Report**

Installation of the Cassidian Sentinel Patriot 9-1-1 Controller systems at the following PSAPs has been completed: Bartlett Primary and Backup, Collierville Primary and Backup, Germantown Primary and Backup, Millington Police and Naval Support. Engineers from Cassidian met with us the week of September 17 to conduct site surveys at the Memphis Police Primary and Backup PSAPs, Memphis Fire Primary PSAP and the SCSO Primary and Backup PSAPs.

Facts and statistics from the current PBX systems were gathered to determine the suitability of the Cassidian Vesta 4.0 / 5.0 9-1-1 controllers at these locations. A request for a budget amendment will be presented for these systems in the near future.

The Shelby County Sheriff's Office and the Shelby County Fire Department PSAPs have decided to utilize a consultant for writing a Request for Proposal and the procurement and installation of a Computer Aided Dispatch (CAD) system. After meeting with the District and Mission Critical Partners (MCP) who are consulting with the Memphis Police on their CAD system, they have decided to utilize the same consultant.

*Director Chiozza recommended a motion that the Board amend budget line 4208 in the amount of \$175,000 to provide additional consulting services for the Shelby County Sheriff's Office PSAP, Shelby County Fire PSAP and Memphis Police PSAP.*

*Michael Molder moved to amend the budget for the consulting services  
Sandra Richards second  
The motion was carried unanimously*

**MPD CAD System Due Diligence Phase:**

The 9-1-1 District will provide our Board/Training room for use by MCP to bring in CAD vendors for what is called "Due Diligence". MCP and Memphis Police CAD committee will be reviewing the CAD systems and will be asking detailed questions of their engineers on the CAD systems. The Due Diligence is scheduled for the week of October 22-26, 2012.

**Texting to 9-1-1 Trial in Tennessee**

September 5, 2012 AT&T issued a press release regarding their plans to conduct a voluntary texting to 911 trials in Tennessee which has garnered some attention around our State.

PSAP participation: All PSAPs in Shelby County have agreed to participate in the voluntary program. The State 9-1-1 Director has been notified that we will have 100% participation.

**2012 Ethics Training-Boards and Commissions**

The Shelby County Ethics Officer will be providing four opportunities to attend mandatory ethics training specifically for members of Joint/County Boards and Commissions. The remaining date is: December 13<sup>th</sup>. Questions should be directed to Damon Griffin, phone (901) 222-2115.

**Shelby County Travel Policy**

Please review the Shelby County Government Travel Policy that we have to follow. Attorney Marshall said that he will write a travel policy for the District that is more suitable for the travel needs of the district.

Henry Brenner mentioned that the 9-1-1 Safety Theatre is a great new improvement at the Fire Museum and the Board should be willing to help with future projects at the Fire Museum.

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*Michael Molder moved to accept the Director's Report*  
*Sandra Richards second*  
*The motion was carried unanimously*

*Roberta Ivory the new Commander for Shelby County Fire was recognized and congratulated.*

**Old Business**

None

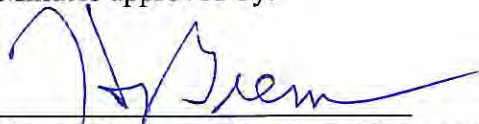
**New Business**

None

There was no further business to come before the Board. Vice Chairman Samuel King adjourned the meeting at 9:25 a.m.

Next regularly scheduled meeting will be **Thursday, December 6, 2012, 8:30 a.m.**

Minutes approved by:



**Henry Brenner, Secretary Treasurer**

Minutes transcribed by: Patricia W. Evans, Office Manager

**Others in Attendance**

Raymond Chiozza  
Stephanie Berryman  
Sue Robinson  
Caren Creason  
Tina Schaber  
Carlton Ray  
C. J. Walker  
J.D. Hill  
John Hanna  
R. Mark Heath

Patricia Evans  
Bobby Thompson  
Harold Truebger  
Corey Howard  
Timothy Zimmer  
Roberta Ivory  
Rex Hollaway  
Monica Garrick  
Kevin Brent