

**SHELBY COUNTY 9-1-1 DISTRICT
BOARD OF DIRECTOR'S
MEETING MINUTES
THURSDAY, AUGUST 1, 2013**

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 Fields called the meeting to order 8:33 a.m.

Chairman Fields called the roll and the following Board members were present: **Kevin Fields, Jason Farmer, Glen Kneeland, Bruce Kramer, Patrick Carter, Dr. Bianca Sweeten, Rashana Lincoln, Clifton Dates.**
Absent was Beky Anderson.

A quorum was present

Chairman Fields asked the visitors around the room to introduce themselves. Visitors are listed under "others in attendance"

The following business was conducted:

Chairman Fields called for a motion to approve the previous minutes of the board meeting.

Patrick Carter moved to approve the minutes

Rashanna Lincoln second

The motion was carried unananimously

Financial Report was given by **Patrick Carter.**

Glenn Kneeland moved approval of the report

Jason Farmer second

The motion was carried unanimously

Director's Report

Director Chiozza informed the board about the TENA Legislative committee meeting and a State Policy meeting in Nashville. Both meetings dealt with 9-1-1 funding issues.

Budget Line Item Transfers

\$100 from budget line #4010 Payroll Processing Fees, to budget line #4002 Salary-Administrative Personnel.

\$19,000 from budget line #4415 Public Education, to budget line #4409 Building & Contents Insurance.

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Director's Report (continued)

Director Chiozza recommended a motion to the Board of Directors to approve the requested funding of \$15,207.00 plus a 20% contingency of \$3,041 for a total of \$18,248.00 by amending budget line 1308 Communication Equipment.

Bruce Kramer moved to approved the budget amendment
Dr. Sweeten second
The motion was carried unanimously

APCO 2013 Conference

The APCO conference will run from Sunday, August 18 through Wednesday, August 21. A demo of the Cassidian Vesta 4.x that our District will be moving to in each PSAP on Tuesday August 20, at 11:30 a.m. PST in the Cassidian vendor booth on the vendor floor. All the PSAP attendees have been notified on this demo.

Job Posting

Mike Marshall and I met with The Marston Group and HR MPact and began the development of the job description for a Bookkeeper / Administrative Assistant. We hope to have this finalized soon.

Cassidian Vesta 4.X Upgrade

Recommended a motion the Shelby County 9-1-1 Emergency Communications District Board of Directors approve the project and include a 15% contingency of \$401,250.00 by amending budget line #1308 Communications Equipment contingent upon the contract being approved by board attorney Mike Marshall, at which time we will execute the contract.

Bruce Kramer moved to approved the budget amendment
Rashanna Lincoln second
The motion was carried unanimously

The board was presented with a list of training classes and a list of Board Meeting dates and Conference dates. Also presented with a list of projects for the next five years.

Clifton Dates moved to accept the Director's Report
Jason Farmer second
The motion was carried unanimously

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Old Business: None

New Business: None

There was no further business to come before the board. Jason Farmer moved to adjourn the meeting.

Bruce Kramer second
The meeting was adjourned at 8:59 a.m.

The next regularly scheduled meeting will be Thursday, October 3, 2013.

Approved by:



Patrick Carter
Secretary/Treasurer

Minutes transcribed by: Sue Robinson, Public Education Coordinator

Others in attendance

Raymond Chiozza
Sue Robinson
Carlton Ray
Timothy Zimmer
Harold Truebger
Caren Creason
John Hanna
David Townsend
Roberta Ivory
Corey Howard

Mike Marshall
Roberta Ivory
Corey Howard
Rex Hollaway
Bobby Thompson
CJ Walker
Monica Garrick
J.D. Hill
Renee LaMondue