

**SHELBY COUNTY 9-1-1 DISTRICT  
BOARD OF DIRECTOR'S  
MEETING MINUTES  
THURSDAY: OCTOBER 3, 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 8:32 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, Beky Anderson**

*A quorum was present*

**Chairman Fields** gave a special welcome to State Senator Reginald Tate

**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

*Jason Farmer moved to approve the minutes*

*Bruce Kramer second*

*The motion was carried unananimously*

Financial Report was given by **Patrick Carter**

*Rashana Lincoln 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. As a result of this meeting a tour for State Senator Reginald Tate was arranged at the Memphis Police and Fire PSAPs and the Shelby County Sheriff's Office and Shelby County Fire PSAPs.

**Judiciary & Government Joint Subcommittee of the Government Operations Committee**

The Subcommittee of the Government Operations Committee met to determine if the legislature would "sunset" the Tennessee Emergency Communications Board or extend their existence. The committee will recommend a one year extension, instead of a three year extension because they desire to wait and see how the 9-1-1 funding issue works out in the next legislative session which begins in January.

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**Job Posting**

The Bookkeeper/Administrative Assistant position was posted on September 15 and will close on October 3, 2013.

**National Center for Missing and Exploited Children**

Three of our PSAPs that have joined the list of Tennessee PSAPs that have satisfied the training requirements to be **911 Partners of the National Center for Missing and Exploited Children**. Tennessee has eighteen NCMEC 911 Partners, more than any other state.

**Payroll Processing**

After meeting and discussing the advantages of having more of a paper trail, we will be having ADP to process the District's payroll. This will start with the first payroll in October. QuickBooks will still be used but we will not utilize the payroll portion of QuickBooks.

**Budget Line Item Amendment**

Due to the above payroll process item we need to amend budget line #4010 by \$1,260.

**Director Chiozza** recommended a motion that the Shelby County 9-1-1 Emergency Communications District Board of Directors amends budget line #4010 by \$1,260.

*Bruce Kramer moved to approved the budget amendment*

*Beky Anderson second*

*The motion was carried unanimously*

**Upcoming Training Classes**

The board was presented with a list of training classes.

**Update On Installation Of CAD Systems**

Germantown is online, Bartlett is almost ready, Collierville is installing theirs; Shelby County Sheriff & Fire are going through the RFP's they got back, Memphis Fire is working on installing and Memphis Police's RFP's are due in any time. I believe the total costs for CAD systems will run approximately 24-26 million dollars.

Over the next 12-18 months we will be expending the funds that were set aside.

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**Remarks**

Bruce Kramer talked about sitting in on the 'Active Shooter' class through PowerPhone that we hold here and how good it was and that others should sit in on it. Mike Marshall commented on how there really was no place for training to occur, prior to us leasing this office space here. The Board room and Computer training room get used several days a week for our training.

*Rashana Lincoln moved to accept the Director's Report*  
*Jason Farmer second*  
*The motion was carried unanimously*

**Old Business:** Comment from Kevin Fields on APCO Conference being informative.

**New Business:** Funding issue coming up in next legislative session will be very important. State Senator Tate commented on the more information he has the more he can present to the committee, the more data he can compile between now and January the better.

At the TENA Conference TCB meeting the state network and texting was discussed. There was no further business to come before the board.

*Kevin Fields moved to adjourn the meeting*  
*The meeting was adjourned at 8:53 a.m.*

The next regularly scheduled meeting will be Thursday, December 5<sup>th</sup>, 2013.

Approved by:

  
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Secretary/Treasurer

Minutes transcribed by: Sue Robinson, Public Education Coordinator

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**Others in attendance**

Raymond Chiozza  
Roberta Ivory  
Corey Howard  
Rex Hollaway  
Bobby Thompson  
Ashley Wathen  
Renee LaMondue

Mike Marshall  
Carlton Ray  
Timothy Zimmer  
Harrold Truebger  
Michael Putt  
Mark Heath