

**SHELBY COUNTY 9-1-1 DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
THURSDAY, AUGUST 6, 2009**

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 8:34 a.m.

Chairman Stockton called the roll and the following board members were present:

Henry Brenner, Clifton Dates, Barbara Duncan-Cody, Michael Molder, Sandra Richards, Dr. Bianca Sweeten. William Hughes and Sam King were absent. *See Page 4 for others in attendance.*

A quorum was present and the following business was conducted:

Minutes of the Last Meeting

Chairman Stockton called for a motion to approve the minutes of the last meeting. (June 4, 2009).

Dr. Duncan-Cody moved to approve the minutes with the correction that she was absent.

Henry Brenner second.

The motion was carried unanimously.

Treasurer's Report

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

Secretary/Treasurer Richards moved to accept the financial report.

Henry Brenner second.

The motion was carried unanimously.

Public Education Presentation

A representative from Carpenter Sossaman presented the plans for the FY2009/2010 public education campaign. The focus will shift from when to use 9-1-1, to teach how to properly use 9-1-1. A new comic book and character will be developed for children along with tee shirts that display the message. The preliminary campaign budget total is \$530,000.

Dr. Sweeten, Public Education Chairman moved to accept the report from Carpenter Sossaman.

Dr. Duncan-Cody second.

The motion was carried unanimously.

Executive Committee Report

Chairman Stockton reported that the October 1st Board of Directors meeting conflicts with the TENA Conference and requested that the board meeting date be changed to October 8th.

*Dr. Duncan-Cody moved to change the meeting date to October 8th.
Secretary/Treasurer Richards second.
The motion was carried unanimously.*

Director's Report

Director Chiozza reported that inter-local agreements have been signed with City of Germantown and the Town of Collierville. The Board attorney is continuing to work on obtaining agreements with the other municipalities and agencies.

The district has received training funds from the State of Tennessee 9-1-1 board for the City of Germantown's dispatcher training in the amount of \$7,759.63. Director Chiozza requested a motion authorizing the acceptance and pass through of these funds to the City of Germantown with a check issued to the City of Germantown in the amount of \$7,759.63

**Secretary/Treasurer Richards moved to authorize the transaction.
Dr. Duncan-Cody second.
The motion was carried unanimously.**

The annual audit is scheduled to begin August 1, 2009.

Board members were reminded about the TENA Conference and to let Pat know if they will be attending.

The NSA PSAP relocation project has been completed. The Navy paid for the relocation equipment.

Director Chiozza requested a motion to approve several budget line items for the FY08-09 budget and a line item transfer correction as listed below:

Budget Line Item Transfers:

I am requesting a motion to approve the following budget line items transfers for the FY08-09 Budget as listed below:

\$6,000 from budget line #4232 Communications Equipment Maintenance, to budget line #4217 Legal Services.

\$11,500 from budget line #4232 Communications Equipment Maintenance, to budget line #4204 Accounting Services.

\$100.00 from budget line #4232 Communications Equipment Maintenance, to budget line #4010 Payroll Processing Fees.

Budget Line Item Transfers Correction (FY08-09):

During the last Board meeting June 4, 2009, the following listed the incorrect budget line # to transfer funds into. Instead of budget line #4401 it should have read budget line #4214.

~~\$57,135 from budget line #4227 Communications Equipment, to budget line #4401 Bank Charges.~~

\$57,135 from budget line #4227 Communications Equipment, to budget line #4214 Bank Charges.

Secretary/Treasurer Richards moved to approve the transfers.

Henry Brenner second.

The motion was carried unanimously.

Payment for Screenvision

General Counsel for Screenvision, Berta-Serta and Associates sent a letter to Attorney Mike Marshall explaining why they believe their client Screenvision has not been paid for two additional weeks that our public education ads ran in their theaters.

After discussion, Michael Molder moved that the Chairman be authorized to act on behalf of the board to resolve the matter.

Dr. Duncan-Cody second.

The motion was carried unanimously.

Satellite Radio/Phone

The Director requested funds for the District to obtain two Satellite Radio/Cell phone devices. A motion to amend budget line #4311 for the monthly recurring cost for two devices in FY09-10 totaling \$240.00, and a onetime cost of \$9,898.00 for a total amendment requested of \$10,138.00.

Secretary/Treasurer Richards moved to amend the 09/10 budget to purchase the satellite radio/phone at the cost of \$10,138.00.

Michael Molder second.

The motion was carried unanimously.


Old/New Business

None

There was no further business to come before the board. **Chairman Stockton** adjourned the meeting at 8:59 a.m.

The next regularly scheduled meeting will be Thursday, October 8, 2009, 8:30 a.m., 3150 Lenox Park Blvd., Suite 108, Memphis, TN 38115.

Approved:



Sandra Richards, Secretary/Treasurer

Others in attendance:

Raymond Chiozza, Director
Pat Evans, Office Manager
Michael Marshall, Attorney
Harold Truebger

Tina Scharber
CJ Walker
Bobby Thompson
Corey Howard

Minutes transcribed by: Patricia Evans, Office Manager